

1 9 9 9 BOARD MINUTES MANUAL





JASPER COUNTY PUBLIC LIBRARY

☐ Rensselaer Public Library, Headquarters
208 West Susan Street
Rensselaer, Indiana 47978-2447
219 • 866-5881
Fax 219 • 866-7378

☐ DeMotte Public Library
901 Birch Street SW
P.O. Box 16
DeMotte, Indiana 46310-0016
219 • 987-2221
Fax 219 • 987-2220

☐ Wheatfield Public Library
170 S. Grace Street
Wheatfield, Indiana 46392-0247
219 • 956-3774
Fax 219 • 956-4808

1999 Board Members

Phone

Term Expires

Appointed By

President:

Roger Walstra

[REDACTED]

[REDACTED]

August 2, 2003

Pres. KV & West Central
School Boards

Vice-President:

James Staton

[REDACTED]

[REDACTED]

June 30, 2000

County Council

Secretary:

Sue Deardorff

[REDACTED]

[REDACTED]

December 31, 2002

Co. Commissioners

Treasurer:

Anne-Marie Egan

[REDACTED]

[REDACTED]

May 9, 2001

Rensselaer Central
School Board

Joan Floyd

[REDACTED]

[REDACTED]

December 31, 1999

County Commissioners

Mark Heinig III

[REDACTED]

[REDACTED]

December 31, 2001

County Council

Mari Anne Saylor

[REDACTED]

[REDACTED]

May 9, 2002

Rensselaer Central
School Board



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Donald Abel

[REDACTED]

May 9, 2002

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County Council

LIBRARY POLICY REVIEW SCHEDULE 1999

<u>Review Month</u>	<u>Policy</u>	<u>Policy Manual Page</u>
January:	Circulating CD ROM Policy	165
February:	Staff Code of Ethics	149
	Internet Acceptable Use Policy	151
	Circulation Policy	161
March:	FAX Machines Policy	125
	Staff Complaint Policy	146
April:	Personnel Policy	109-119
May:	Audiovisual Equipment Loan Policy	105
	Videocassette Policy	107
June:	Sexual Harassment Policy	139
	Public Forum Policy	137
July:	Public Relations/Information Policy	121
August:	Art Exhibit/Display Case Use Policy	131-132
	Bulletin Board Policy	133
September:	Board/Staff Privileges	143-145
	Group Visit Policy	169
October:	No policies reviewed	
November:	Materials Selection Policy	93-96
	Microform Reader/Printer Policy	155
December:	No policies reviewed	

rev. 1/99

LIBRARY POLICY REVIEW SCHEDULE 2000

<u>Review Month</u>	<u>Policy</u>	<u>Policy Manual Page</u>
January:	Board Code of Ethics	147
	General Policy Statement	91
	Circulating CD ROM Policy	165
February:	Bylaws	81-86
	FMLA (Family and Medical Leave Act)	new
	Circulation Policy	161
March:	Walking Book Policy	167
	Public Purchase Policy	175
April:	Personnel Policy (including new salary schedule)	109-119
May:	Computer Use Policy	123
	Reference Policy	135
	Internet Acceptable Use Policy	151
June:	Study Room Use Policy	129
	Reciprocal Borrowing Policy	159
July:	Public Records Policy	99-100
August:	Food, Tobacco, Drug & Alcohol Policy	157
	CD ROM/Online Database Use Policy	153
September:	Holiday Policy	127
	Library Behavior Policy	141
October:	No policies reviewed	
November:	Meeting Room Policy	101-103
December:	No policies reviewed	

rev. 1/99

**Jasper County Public Library
Board Committees
1999**

Budget Committee: Don Abel, *Anne-Marie Egan, Roger Walstra

This committee meets in June or July to review next year budget proposal prepared by library staff. Adjustments are made and the budget committee reports recommendations to the full board at the July meeting.

**Director's Evaluation Committee: *Mark Heinig, Sue Deardorff,
Jim Staton**

Committee distributes director evaluation forms to director and to board members at the September board meeting. (The committee may wish to meet earlier to examine the evaluation form and determine if any changes should be made.) Before the October meeting, the committee receives all board members' evaluations of the director as well as the self-evaluation by the director. The committee uses these to prepare an evaluation of the director. At an executive session at the October board meeting, this evaluation is discussed by the whole board then given to the director.

**Bylaws and Policy Review Committee: Joan Floyd, Anne-Marie
Egan, Sue Deardorff, *Jim Staton**

This committee generally meets in January to make any changes needed to the Policy Review Schedule, to decide if new policies should be instituted during the year and schedule these, and to determine how they will proceed during the remainder of the year.

The past procedure has been for the director to recommend changes in policies to the policy committee one month before the policy is to be acted upon by the board. Committee members then notify the director whether or not they concur with proposed changes (or if they would like to propose other changes). If the issue is complicated and there is disagreement, a policy committee meeting will be held. If committee members concur, no meeting is needed and the director prepares the recommendation of the policy committee for a report to the full board.

Nominating Committee: Mark Heinig, Joan Floyd, *Roger Walstra

This committee may not actually hold a formal meeting. In October, the nominating committee prepares a slate of officers for the following year. This slate is presented to the board by the committee at the November board meeting. The board elects officers at the December meeting.

* Committee chairperson

Holiday Schedule 1999

The Libraries will be closed on the following days:

New Year's Day: Friday, January 1
Memorial Day: Monday, May 31
Independence Day: Monday, July 5
Labor Day: Monday, September 6
Thanksgiving: Thursday, November 25
Christmas Eve: Friday, December 24
Christmas Day: Saturday, December 25
New Year's Eve: Friday, December 31

In addition, all locations will close at 5:00 PM on the day before Thanksgiving.

Employees receiving benefits will also receive a paid holiday on their birthday or another day in their birthday month. Three employees will receive a paid holiday in the month of the anniversary of their employment at JCPL, having worked 5 years or 15 years at the library.

Board Meeting Dates

1999

Revised 12/14/98

Meetings are held at 7:00 P.M. at the Rensselaer Library
unless otherwise noted

Monday, January 11

Technical Services Librarian, System Administrator's Reports

Monday, February 8

Monday, March 8

Monday, April 12

Monday, May 10 (at DeMotte)

DeMotte Librarian & Children's Specialist Reports

Monday, June 14

Monday, July 12

Monday, August 9

Monday, August 30 (Special Budget meeting)

Monday, September 13 (at Wheatfield)

Wheatfield Librarian & Children's Specialist Reports

Monday, October 11

Monday, November 8

Technical Services & System Administrator's Reports

Monday, December 13

Monday, December 27 (Special Year End meeting)

JASPER COUNTY PUBLIC LIBRARY EMPLOYEE NAME & ADDRESS LIST

<u>Employee Name</u>	<u>Job Title</u>	<u>Address</u>	<u>City,State,Zip</u>	<u>Telephone</u>
BEEDLE, Marlene	Library Asst. 2 - D			
BROWN, Glenda	Ref. Library Specialist I-R			
CARR, Renee	Library Asst. 2- D			
CLY, (Anna) Chris	Clerk - R			
COLVIN, Valerie	Lib. Asst 1 - D			
DAUGHERTY, Lynn	Library Director			
DAVIDSON, Julie	Page - D			
EVERS, Jennifer L.	T.S. Librarian 2			
FAGEN, Charlotte	Children's Specialist 2 - D			
FEICHT, Emily	Page - R			
FILSON, Stephanie	T.S. Library Assistant 2			
HAMSTRA, Staci	Clerk - R			
HESTERMAN, Sandi	Lib. Asst 1 - W			
HOLEVINSKY, Hannah	Page - D			
HOPKINS, Samantha	Page - R			
HOWARD, Rose	Janitor - D & W			
JUNG, Gail	Bus. Manager/Adm. Asst-R			
KOOY, Diana	Agency Librarian 1 - W			
OPANDA, Joan	Library Assistant 2 - D			
KROS, Diane	Library Specialist 2- W			
MAXWELL, Sheila	Systems Administrator - R			
MAYS, Kris	Library Assistant 1 -R			
MURILLO, Tina	Page - R			
OPOLSKI, Diane	Library Assistant 1-W			
PLANT, Nathan	Clerk - R			
RUSHER, Lisa	Lib. Asst 2/Asst.Bookkeeper -			
SAXON, Jackie	Librarian 1- R			
SCHULENBERG, Sharon	Spec.Services Librarian-R			
SPEACHT, Nanette	Page - W			
STANDISH, Jack	Janitor/Maintenance - R			
STRINGFELLOW, Patty	Headquarters Librarian - R			
TACHTIRIS, Jill	Ref. Library Specialist I - D			
THOMPSON, Linda	Clerk - W			
VIS, Ginger	Janitor-W/D; Page-D			
WEED, Kathryn	Library Specialist 1 - R			
WHITED, Amber	Library Assistant I - R			
WHITLOW, Emily	Multi-Dept. Asst. 2.			
WOODRUFF, Cortny	Page - R			
WOODS, Margaret	T.S. Library Specialist 1			
WALSTRA, Roger	BOARD PRESIDENT-1999			
PAGER	COMPUTER EMERGENCY			

JAN.

AGENDA

Jasper County Public Library Board of Trustees Monthly Meeting
Monday, January 11, 1999, 7:00 PM
Rensselaer Library

Purpose

Opening of meeting

Moment of silence

Introduction of board members

General Board Meeting

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of December 14 and 29 meetings (R 1 - R 2)
- B. Bills/Financial Reports (F)
- C. Annual salary ordinance (R 7)
- D. Workshop approval (R 29)
- E. Circulating CD ROM Policy (R 29)

General Business

- | | |
|---|-------------|
| A. Building heating/air conditioning problems (R 30) | Discussion |
| B. Report of Technical Services Librarian and
Systems Administrator (R 30) | Information |
| C. Board development concerns (R 30) | Discussion |
| D. 1999 Budget Revisions (R9-R14, R 32) | Discussion |
| E.. Capital Projects Fund Plan (R 15-R 21, R 31) | Action |

Director's Report (R 29-R 32)

Discussion

Items for future Agendas

Public Forum

Adjournment

Meeting of the Board of Finance (R 31-R 32)

- | | |
|---|-------------|
| A. Election of officers | Action |
| B. Designation of newspapers for public notices | Action |
| C. Annual financial report | Information |
| D. Annual accounting practices | Action |
| E. Adjournment | Action |

Minutes December 14, 1998
 Meeting of the Jasper County Public Library Board 7:00 PM
 Rensselaer Library

Present: Anne-Marie Egan, Roger Walstra, Joan Floyd, Mark Heinig, Barbara Leestma, Jim Staton, Lynn Daugherty. **Absent:** Don Abel.

Agenda & Consent Agenda: A motion to approve the November Minutes, Bills/Financial Reports and Transfer of funds to LIRF was made by A-M Egan, seconded by M. Heinig. Motion carried.

Salary Ordinance: A-M Egan moved, seconded by J. Staton, to approve the temporary salary increase for P. Woods for the eight month period in which she performed some of the essential duties of a full-time Technical Services Librarian; and to include the Interim Services statement in the Personnel Policy. Motion passed.

Interim Services statement to be included in Personnel Policy: When an employee is asked to take on a major portion of the essential responsibilities of an absent employee in a higher job classification for more than three months, s/he will receive additional pay as determined by the director for the time in which s/he serves in an interim capacity.

Building Insurance: Our present agent, MW Insurance, offers coverage specifically designed for libraries. According to MW, they may be able to lock in a quote at a lower rate for the same coverage. This information should be available within the next several weeks. The board decided to table a decision on whether to request quotes for 1999 and 2000 insurance packages until the January meeting.

Wheatfield Task Force Report: It was concluded that the library needs to expand its services and building size. The community is very proud of their library and the library services and technology it offers. They wish it to continue to be a full service library.

We will need to educate the public on present and anticipated space problems and initiate a Capital Projects Fund targeted to provide for the Wheatfield Library building expansion. On a motion by R. Walstra, seconded by J. Staton, the board approved establishing a Capital Projects Fund with this purpose in mind and reserving a portion for automation and other technology upgrades. Motion passed. The board authorized L. Daugherty to formulate a Capital Projects plan and present it at the January meeting. J. Staton will provide assistance on projected assessed evaluation figures for the plan.

As an interim measure, board members suggested that the library attempt to reduce clutter to provide a more spacious atmosphere.

Staff Development Day: J. Staton moved, seconded by A-M Egan, to close the three libraries for one day in the spring in order for staff to attend a Staff Development Day. Motion passed.

Health Insurance: Health premiums for 1999 will increase by 8.75%. The board approved on a motion by R. Walstra, seconded by M. Heinig, that employees continue to pay 20% of the cost of insurance premiums. This will increase monthly employee

contributions for employee coverage by \$2.58 to \$39.76. The Library will continue to pay 80% of the employee's individual insurance cost. Motion was unanimous.

1999 Election of Officers: The slate of R. Walstra, president, J. Staton, vice-president, D. Abel, secretary, and A-M Egan, treasurer was presented. M. Heinig moved the nominations be closed. J. Staton seconded the motion. The board voted to accept the slate of officers. All were in favor.

Assistant Treasurer: The bylaws state that a board officer be selected to fill this position. A-M Egan moved, seconded by J. Staton, that D. Abel serve as assistant treasurer. Motion carried.

Board Meeting Dates: The board approved the board calendar as presented with the exception of the January Board Meeting, which will be held on the second Monday instead of the third Monday. The board information packet will be sent to board members in two installments, one just before the meeting date, because of the longer lead time necessary to complete year-end reports.

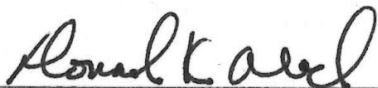
Director's & Officer's Liability Insurance: ILF is offering a policy with identical coverage to our present coverage and with double the liability limit, no deductible, and at half of the cost we are presently paying. Our present policy expires in June. L. Daugherty will check into canceling our present coverage sooner, getting a refund on the unused portion. We could then switch over to the ILF policy in January.

Accounting Program: Our present accounting system based on DOS is ten years old. The board passed a resolution to approve the upgrade to the AVC Windows version of the Fund Accounting and Payroll Accounting system for use beginning in 1999 on a motion by J. Staton, seconded by A-M Egan. Motion passed.

Board Appointment: The County Commissioners appointed Sue Deardorff of Wheatfield to replace Barbara Leestma who has served four terms for a period of 13 years.

Tax Abatement Notices: Copies of future notices will be forwarded to board members. Any notices that board members feel may be pertinent to the interests of the library can be included on the next meeting's agenda.

With no other business to discuss, the meeting adjourned on a motion by M. Heinig. Second by A-M Egan at 8:30 PM.



Attest: Don Abel, Secretary

Barbara Leestma, President

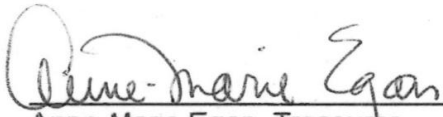
Minutes December 29, 1998
Meeting of the Jasper County Public Library Board 4:00 PM
Rensselaer Library

Present: Mark Heinig, Don Abel, Anne-Marie Egan, Joan Floyd, Lynn Daugherty.

The board met at 4:00 PM to approve transfers of money within the Operating Fund. Transfers were approved on a motion by D. Abel, seconded by M. Heinig.

With no further business, the meeting adjourned at 4:15 PM on a motion by M. Heinig, seconded by D. Abel.


Attest: Don Abel, Secretary


Anne-Marie Egan, Treasurer

R4

CIRCULATION BY PATRON CODE

December 1998

	DEMOTTE		RENSSELAER		WHEATFIELD		ALL LIBRARIES	
PATRONS	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total
Adult Male (0)	915	14.0%	1015	13.6%	458	15.5%	2388	14.1%
Adult Female (1)	3810	58.3%	3711	49.9%	1630	55.0%	9151	54.0%
Juvenile 0-11 (2)	871	13.3%	1516	20.4%	330	11.1%	2717	16.0%
YA 12-17 (3)	350	5.4%	342	4.6%	102	3.4%	794	4.7%
Nonresident No Fee (4)	37	0.6%	183	2.5%	34	1.1%	254	1.5%
Board/Staff (5)	174	2.7%	415	5.6%	319	10.8%	908	5.4%
School (6)	0	0.0%	20	0.3%	16	0.5%	36	0.2%
St. Joseph College (7)	0	0.0%	54	0.7%	0	0.0%	54	0.3%
State Library Card (8)	5	0.1%	0	0.0%	0	0.0%	5	0.0%
Nonresident Fee (9)	0	0.0%	10	0.1%	0	0.0%	10	0.1%
Corporate (10)	0	0.0%	50	0.7%	23	0.8%	73	0.4%
Reciprocal (11)	377	5.8%	128	1.7%	50	1.7%	555	3.3%
Total	6539		7444		2962		16945	
 Total items borrowed by nonresidents	 419	 6.4%	 395	 5.3%	 100	 3.4%	 914	 5.4%

REGISTRATIONS

Borrowers--Start of month:	7304	7607	2969	17780
Borrowers--End of month:	7347	7554	2986	17887
 Non-resident, paying	 4	 18	 0	 22
PLAC card users	0	1	0	1
Reciprocal borrowers	216	124	11	351

WHEATFIELD COLLECTION

MONTH
END

TITLES

C
L
U
M
E

XXX

ADULT BOOKS

7492	7834	7602	7895	Fiction
7103	5756	7152	5775	Nonfiction

CHILDREN'S BKS

5860	5854	5864	5856	Fiction
3133	3194	3142	3195	Nonfiction

0 0 MAGAZINES, ADLT
0 0 MAGAZINES, CH

3 3 3 3 GRAPHIC MAT'L

0 0 0 0 0 0 0 0 0 0 MICROFORMS

1219	1117	1219	1117	SOUND REC.,ADULT
26	24	26	24	SOUND REC., CH
12	12	12	14	CD ROM SOFTWARE
111	56	112	57	SOFTWARE

753	687	754	688	VHS
0	0	0	0	EQUIPMENT

42924	38287	43171	38450	53897	49399	54156	49610	25712	24537	25886	24624	TOTAL
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JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

December 1998

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
INTRALIBRARY LOANS FILLED	120	26	72	16	101	22	293	63
LOCAL HISTORY								
In person	0	0	6	2	0	0	6	2
Letters written	0	0	6	6	0	0	6	6
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	20	2	22	2	31	3	73	6
VCR Use	0	0	1	0	0	0	1	0
Microforms	0	0	31	4	0	0	31	4
CD ROM software used	29	2	88	7	2	0	119	10
Public use of FAX service	13	2	21	4	16	3	50	8
Typewriter use	3	0	1	0	0	0	4	0
Other equipment used	0	0	0	0	0	0	0	0
Dial-in OPAC access							<u>57</u>	
OTHER LIBRARY SERVICES USED								
Walking book visits	0	0	6	4	0	0	6	4
Notarized documents	0	0	1	0	1	0	2	1
Meeting Room Use (number of groups)	45	15	22	7	20	7	87	29
Study room use	10	1	6	1	0	0	16	1
INTERLIBRARY LOANS								
Requests made for:	21	5	22	6	9	2	52	13
Items rec'd for:	31	16	29	15	8	4	68	34
Items requested by other libraries							0	
Items supplied to other libraries		0		0		0	0	0
PROGRAMS								
Programs for all ages	1	6	3	18		0	4	24
Children's Programs (0-13)	10	60	8	48	6	36	24	144
Number attending	242		148		60		450	
YA Programs (14-17)	2	12		0		0	2	12
Number attending	40		7				47	
Adult Programs	0	0	9	54		0	9	54
Number attending	28		81		12		121	

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	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
Senior Citizen Programs	1	6	0	0		0	1	6
Number attending	13		45				58	
TOTAL NO. OF PROGRAMS	13	78	17	102	6	36	36	216
TOTAL PERSONS ATTENDING	323		281		72		676	
TOTAL STAFF HOURS SPENT		153		192		76		422
HOURS SPENT same month last yr.								

JASPER COUNTY PUBLIC LIBRARY
Library Use Compared: 1995-1998

	1995	Hrs Spent	1996	Hrs Spent	1997	Hrs Spent	1998	Hrs Spent	% of Total Hrs Spent
INTRALIBRARY LOANS FILLED									
DeMotte	1925	417	1834	397	1588	344	1764	382	4.7%
Rensselaer	1777	385	1986	430	1421	308	1344	291	3.7%
Wheatfield	1043	226	1453	315	2138	463	1971	427	8.8%
System Total	4745	1028	5273	1142	5147	1115	5079	1100	5.3%
LOCAL HISTORY									
In person-DeMotte	56	16	53	15	70	20	56	16	0.2%
In person-Rensselaer	299	85	295	84	172	49	213	60	0.8%
In person-Wheatfield	3	1	1	0	9	3	0	0	0.0%
System Total	358	102	349	99	251	72	269	76	0.4%
Letters-DeMotte	1	1	0	0	5	5	5	5	0.1%
Letters-Rensselaer	37	37	39	39	69	69	65	65	0.8%
Letters-Wheatfield	1	1	0	0	0	0	1	1	0.0%
System Total	39	39	39	39	74	74	71	71	0.3%
HARDWARE USE IN-HSE									
Software used									
DeMotte	188	16	160	13	167	14	152	13	0.2%
Rensselaer	1739	145	1356	113	1316	110	873	73	0.9%
Wheatfield	597	50	367	31	223	19	291	24	0.5%
System Total	2524	211	1883	157	1706	143	1316	110	0.5%
VCR Use	36	5	129	17	65	9	28	4	0.0%
Microforms:DeMotte	6	1	11	1	16	2	13	2	0.0%
Microforms:Rensselaer	721	96	876	117	649	87	711	95	1.2%
System Total	727	97	887	118	665	89	724	97	0.5%
CD ROM software used									
DeMotte	44	4	683	57	2625	219	857	71	0.9%
Rensselaer	287	24	1111	93	2349	196	1820	152	1.9%
Wheatfield	21	2	234	20	888	74	336	28	0.6%
System Total	352	30	2028	170	5862	489	3013	251	1.2%
Public Use of FAX									
DeMotte	35	6	111	19	141	24	195	33	0.4%
Rensselaer	89	15	209	35	197	33	263	44	0.6%
Wheatfield	50	8	135	23	146	24	191	32	0.7%
System Total	174	29	455	77	484	81	649	109	0.5%
Typewriter use	88	4	144	7	113	6	97	5	0.0%
Other	105	35	29	10	17	6	18	6	0.0%

	1995	Hrs Spent	1996	Hrs Spent	1997	Hrs Spent	1998	Hrs Spent	
SERVICES									
Dial-in OPAC use					204	0	670	0	0.0%
Walking Books									
DeMotte	2	1	28	19	37	25	17	11	0.1%
Rensselaer	13	9	38	25	31	21	50	33	0.4%
Wheatfield	0	0	0	0	1	1	0	0	0.0%
System Total	15	10	66	44	69	47	67	44	0.2%
Notarized documents									
DeMotte	16	4	21	5	19	5	38	10	0.1%
Rensselaer	7	2	19	5	20	5	13	3	0.0%
Wheatfield	0	0	2	1	6	2	8	2	0.0%
System Total	23	6	42	11	45	12	59	15	0.1%
Meeting Rm. use (grps)									
DeMotte	133	44	504	168	547	182	553	184	2.3%
Rensselaer	142	47	384	128	349	116	370	123	1.6%
Wheatfield	77	26	192	64	210	70	240	80	1.7%
System Total	352	117	1080	360	1106	368	1163	387	1.9%
Study Room Use									
DeMotte	38	3	115	10	187	16	188	16	0.2%
Rensselaer	103	9	256	21	201	17	111	9	0.1%
Wheatfield	2	0	30	3	6	1	15	1	0.0%
System Total	143	12	401	34	394	34	314	26	0.1%
Ref. bks/vf copies made									
Copies made for patrons									
DeMotte	56	5	138	12	4650	388	6249	521	6.5%
Rensselaer	143	12	2751	229	7149	596	3045	254	3.2%
Wheatfield	80	7	708	59	3915	326	5472	456	9.4%
System Total	279	24	3597	300	15714	1310	14766	1231	5.9%
Tax forms distrib.									
DeMotte					5247	52	5334	53	0.7%
Rensselaer					5344	53	8675	87	1.1%
Wheatfield					2965	30	3273	33	0.7%
System Total					13556	135	17282	173	0.8%
INTERLIBRARY LOANS									
Requests made for:									
DeMotte	465	116	575	144	594	149	458	115	1.4%
Rensselaer	594	149	622	156	611	153	559	140	1.8%
Wheatfield	184	46	146	37	98	25	161	40	0.8%
System Total	1243	311	1343	337	1303	327	1178	295	1.4%
Received for:									
DeMotte	378	189	503	252	479	240	408	204	2.5%
Rensselaer	509	255	538	269	531	266	495	248	3.2%
Wheatfield	153	77	121	61	74	37	153	77	1.6%
System Total	1040	521	1162	582	1084	543	1056	529	2.5%
Supplied to others	3	2	2	1	0	0	4	2	0.0%

	1995	Hrs Spent	1996	Hrs Spent	1997	Hrs Spent	1998	Hrs Spent	
REFERENCE QUESTIONS									
(estimated)									
Phone: directional									
DeMotte	4713	236	3771	189	4176	209	3711	186	2.3%
Rensselaer	7512	376	5604	280	5730	287	6564	328	4.2%
Wheatfield	2859	143	2916	146	4506	225	2889	144	3.0%
System Total	15084	755	12291	615	14412	721	13164	658	3.2%
Phone: reference									
DeMotte	5604	1868	3672	1224	6333	2111	4683	1561	19.4%
Rensselaer	4599	1533	2748	916	5400	1800	2037	679	8.6%
Wheatfield	1938	646	1392	464	2430	810	1542	514	10.6%
System Total	12141	4047	7812	2604	14163	4721	8262	2754	13.3%
In-person: directional									
DeMotte	6204	310	5214	261	4884	244	5481	274	3.4%
Rensselaer	8769	438	8829	441	7494	375	12429	621	7.9%
Wheatfield	4440	222	8295	415	7710	386	8181	409	8.5%
System Total	19413	970	22338	1117	20088	1005	26091	1304	6.3%
In-person: reference									
DeMotte	10410	3470	10285	3428	9825	3275	8997	2999	37.2%
Rensselaer	8427	2809	8787	2929	8103	2701	9009	3003	38.3%
Wheatfield	3210	1070	3880	1293	5466	1822	5268	1756	36.3%
System Total	22047	7349	22952	7650	23394	7798	23274	7758	37.4%
Total Reference Ques.	68685	13121	65393	11986	72057	14244	70791	8130	39.2%
PROGRAMS									
Programs for all ages									
DeMotte							3	18	0.2%
Rensselaer							22	132	1.7%
Wheatfield							10	60	1.2%
System total		0	0	0	0	0	35	210	1.0%
Children's programs									
DeMotte	169	1014	190	1140	183	1098	199	1194	14.8%
Rensselaer	133	798	145	870	163	978	143	858	10.9%
Wheatfield	124	744	95	570	97	582	114	684	14.1%
System Total	426	2556	430	2580	443	2658	456	2736	13.2%
Number attending									
DeMotte	4130		4720		3973		4528		
Rensselaer	2512		2124		2839		2415		
Wheatfield	2290		1492		1614		1804		
System Total	8932	0	8336	0	8426	0	8747		

	1995	Hrs Spent	1996	Hrs Spent	1997	Hrs Spent			
YA Programs									
DeMotte	4	24	3	18	0	0	6	36	0.4%
Rensselaer	1	6	21	126	11	66	4	24	0.3%
Wheatfield	0	0	0	0	0	0	0	0	0.0%
System Total	5	30	24	144	11	66	10	60	0.3%
Number attending									
DeMotte	129		158		0		249		
Rensselaer	50		432		258		181		
Wheatfield	33		3		3		1		
System Total	212	0	593	0	261	0	431		
Adult programs									
DeMotte	28	168	14	84	6	36	14	84	1.0%
Rensselaer	61	366	94	564	108	648	82	492	6.3%
Wheatfield	20	120	25	150	18	108	13	78	1.6%
System Total	109	654	133	798	132	792	109	654	3.2%
Number attending									
DeMotte	645		375		360		585		
Rensselaer	1279		1287		997		991		
Wheatfield	281		271		171		270		
System Total	2205	0	1933	0	1528	0	1846		
Sr. Citizen programs									
DeMotte	7	42	8	48	7	42	11	66	0.8%
Rensselaer	0	0	16	96	0	0	6	36	0.5%
Wheatfield	1	6	2	12	0	0	0	0	0.0%
System Total	8	48	26	156	7	42	17	102	0.5%
Number attending									
DeMotte	139		174		104		178		
Rensselaer	162		250		84		189		
Wheatfield	32		50		11		19		
System Total	333	0	474	0	199	0	386		
Total Programs									
DeMotte	208	1248	215	1290	196	1176	233	1398	37.2%
Rensselaer	195	1170	276	1656	282	1692	257	1542	41.1%
Wheatfield	145	870	122	732	115	702	136	816	21.7%
Total Programs	548	3288	613	3678	593	3570	626	3756	18.1%
Total No. Attending	11682		11336		10414		11398		
Total Hours Spent:All Activities									
DeMotte		7955		7504		8700		8054	38.8%
Rensselaer		7596		7966		8934		7850	37.8%
Wheatfield		3395		3664		5020		4840	23.3%
Total System Hrs Spent		18992		19169		22675		20761	

Salary Ordinance 1999

Name	Classification	Present Hrly Wage	Annual Salary	Hrs Library Worked	Start Date	Raise Date(s)
Baggerly, Amber	Page	5.15/5.25/5.50	\$2,770.50	10	R 8/18/98	3/1/99;9/1
Beedle, Marlene	Lib. Asst. 2	\$9.84	\$16,373.76	32	D 1/8/92	Longevity
Boer, Erin	Page	5.15/5.25/5.50	\$2,770.50	10	D 8/25/98	3/1/99;9/1
Bradley, Michelle	Librarian II	\$15.25	\$31,720.00	40	R 10/9/95	
Brown, Glenda	Specialist 1	\$10.46	\$21,756.80	40	R 4/25/88	Longevity
Carr, Renee	Lib. Asst 2	\$10.09	\$16,789.76	32	D 2/1/90	Longevity
Cavinder, Rachael	Library Asst I	\$9.05	\$18,824.00	40	D 4/5/93	longevity
Colvin, Valerie	Clerk	6.50/6.92	\$9,420.84	27	R 8/19/98	1/1/99;7/1
Daugherty, Lynn	Director	\$21.45	\$44,616.00	40	R 1/17/83	
Evers, Jennifer	Librarian 2(Tech)	14.25.14.75	\$29,095.00	40	R 12/15/98	12/16/99
Fagen, Charlotte	Specialist 2	\$11.66	\$24,252.80	40	D 9/1/83	Longevity
Filson, Stephanie	Lib Asst II	\$9.34	\$19,427.20	40	R 1/2/96	
Gudeman, Kelly	Page	5.25/5.50	\$1,704.00	6	R 2/26/98	3/1/99
Hesterman, Sandi	Lib Asst I	\$8.05	\$10,046.40	24	W 6/17/96	
Howard, Rose	Janitor	\$10.22	\$17,006.08	32	D,W 6/28/86	Longevity
Huhn, Trisha	Page	5.25/5.50	\$3,074.50	11	R 6/30/98	1/1/99;7/1
Jung, Gail	Admin. Asst	\$12.10	\$25,168.00	40	R 8/17/92	
Kooy, Diana	Librarian I	\$13.15	\$24,616.80	36	W 5/6/88	
Kopanda, Joan	Lib. Asst 2	\$10.21	\$16,989.44	32	D 11/17/86	Longevity
Kros, Diane	Specialist 2	\$11.16	\$20,891.52	36	W 8/20/85	
Maxwell, Sheila	Systems Admin.	\$14.25	\$29,640.00	40	R 7/21/97	
Mays, Kris	Lib. Asst 1	\$8.05	\$13,395.20	32	R 2/11/97	
Opolski, Diane	Library Asst 1	\$8.45	\$14,060.80	32	W 12/18/95	
Plant, Nathan	Clerk	6.50/6.92	\$3,489.20	10	R 1/20/98	7/1/99
Rusher, Lisa	Lib. Asst II/Bkpr	\$8.94	\$18,595.20	40	R 8/21/95	
Saxon, Jackie	Librarian 1	\$12.30	\$25,584.00	40	R 5/21/96	
Schulenberg, Sharon	Spec. Serv Lib	\$12.52	\$22,786.40	35	R 11/11/68	Longevity
Speacht, Nanette	Page	5.25/5.50	\$2,817.50	10	W 5/2/98	5/1/99
Standish, Jack	Janitor/Maint	\$10.15	\$15,306.20	29	R 1/17/94	
Stringfellow, Patricia	Lib. Asst 2	\$8.94	\$17,665.44	38	R 5/12/97	
Tachtiris, Jill	Specialist 1	\$10.71	\$22,276.80	40	D 8/22/84	longevity
Thompson, Linda	Clerk	\$6.92	\$6,477.12	18	W 5/13/97	
Van Kley, April	Page	\$5.50	\$2,860.00	10	D 8/25/97	
Virok, Rosie	Clerk	6.25/6.50/6.92	\$3,402.10	10	R 10/21/98	4/1/99;10/1
Vis, Virginia	Janitor	\$8.50	\$5,304.00	12	D,W 7/23/96	
Vis, Virginia	Page	\$5.75	\$2,990.00	10	D 7/23/96	
Whited, Amber	Lib. Asst 1	\$9.00	\$18,720.00	40	R 3/14/90	
Woods, Peggy	Specialist 1	\$9.96	\$20,716.80	40	R 2/1/94	
Yentes, Denise	Page	5.15/5.25/5.50	\$2,461.95	9	R 11/4/98	5/1/99;11/1
York, Leanne	Librarian 2	\$15.75	\$32,760.00	40	D 11/1/93	
	Lib Asst 2 (floater)	\$8.54	\$8,881.60	20	D,R,W	
	Page (added hour:	\$5.75	\$867.10	2.9	D,R,W	
	Page (added hour:	\$5.15/\$5.25	\$1,081.60	4	R	
TOTAL			\$649,452.91			

We have examined and approved the 1999 Jasper County Public Library Salary Ordinance on the previous page, totalling \$649,452.91. Dated January 11, 1999

Jean A. Floyd

Mike A. H. H.

Gene-Marie Egan

Steve W.

Susan Deardorff

Donald K. Abel

1999 Budget Comparisons

	1996 Budget	1997 Budget	1997 Disbursed	1998 Budget:1 (includes encumbr.)	1998 Expenses	1999 Actual Budget	1999 Budget (what I want to budget)	% of Total 99 budget
1 PERSONAL SERVICES								
1.1 Salaries and wages								
1.11 Salary of librarian	\$39,915	\$41,912	\$41,430	\$43,056	\$42,991	\$44,616	\$44,616	
1.12 Salary of Assistants	\$414,221	\$468,417	\$464,371	\$528,082	\$505,054	\$577,199	\$567,221	
1.13 Wages of Janitor	\$28,785	\$33,591	\$28,134	\$34,957	\$32,963	\$37,616	\$37,616	
1.2 Employee benefits								
1.21 Employer: FICA	\$36,943	\$41,611	\$40,846	\$46,366	\$43,615	\$50,447	\$49,683	
1.22 Unemployment Comp	\$2,789	\$3,104	\$3,466	\$3,845	\$1,674	\$1,800	\$2,438	
1.23 Employer: PERF	\$22,394	\$24,150	\$23,856	\$25,401	\$24,452	\$27,942	\$27,838	
1.24 Employer: Group Insur.	\$14,608	\$16,200	\$6,135	\$16,800	\$16,578	\$26,000	\$26,000	
1.3 Other personal services								
1.31 Other personal services	\$1,000	\$1,000	\$564	\$1,500	\$320	\$1,500	\$1,500	
Total Personal Services	\$560,655	\$629,985	\$608,803	\$700,007	\$667,647	\$767,120	\$756,912	58%
2 SUPPLIES								
2.1 Office supplies								
2.11 Official records	\$950	\$1,000	\$868	\$1,200	\$995	\$1,000	\$1,000	
2.12 Stationery/printing	\$650	\$700	\$564	\$700	\$110	\$700	\$700	
2.13 Other office supplies	\$4,200	\$5,200	\$3,967	\$5,200	\$6,203	\$5,600	\$5,600	
2.2 Operating supplies								
2.21 Cleaning/sanitation	\$4,500	\$4,000	\$3,605	\$3,700	\$3,336	\$3,400	\$3,400	
2.22 Fuel/oil/lubricants	\$20	\$20	\$7	\$20	\$1	\$20	\$20	
2.23 Other operating supplies	\$3,800	\$4,200	\$1,390	\$4,000	\$5,044	\$4,000	\$4,000	
2.3 Repair/maintenance supplies								
2.31 Building materials	\$650	\$700	\$866	\$1,500	\$1,392	\$1,000	\$1,000	
2.32 Painting supplies	\$200	\$200	\$2	\$300	\$0	\$150	\$150	
2.33 Repair parts	\$300	\$500	\$310	\$500	\$78	\$500	\$500	
2.4 Other supplies								
2.41 Library supplies	\$4,509	\$4,500	\$3,694	\$5,500	\$3,675	\$5,500	\$5,500	
2.42 Automation supplies	\$4,200	\$4,300	\$2,304	\$4,300	\$4,370	\$2,500	\$2,500	
Total Supplies	\$23,979	\$25,320	\$17,576	\$26,920	\$25,204	\$24,370	\$24,370	2%

	1995 Budget	1997 Budget	1997 Disbursed	1998 Budget 1 (includes encumbr.)	1998 Expenses	1999 Actual Budget	1999 Budget (what I want to spend)	% of Total 99 budget
3 OTHER SERVICES/CHARGES								
3.1 Professional services								
3.11 Consulting services	\$0		\$0	\$0	\$0		\$0	
3.12 Engineer/Arch Services	\$0		\$0	\$0	\$0		\$0	
3.13 Legal services	\$1,250	\$1,250	\$810	\$2,500	\$598	\$2,000	\$1,500	
3.14 Other profess. services	\$4,400	\$9,400	\$6,935	\$9,400	\$5,384	\$8,000	\$7,000	
3.2 Communication/Transportation								
3.21 Telephone	\$29,000	\$12,000	\$11,946	\$12,000	\$11,949	\$12,000	\$12,000	
3.22 Postage	\$6,647	\$6,650	\$4,860	\$6,650	\$4,363	\$6,000	\$6,000	
3.23 Traveling expenses	\$4,049	\$4,500	\$4,336	\$5,000	\$5,647	\$5,500	\$5,500	
3.24 Professional mtgs	\$6,149	\$6,200	\$6,913	\$6,500	\$7,273	\$7,200	\$7,200	
3.25 Freight/Express	\$50	\$50	\$0	\$50	\$0	\$50	\$50	
3.26 Network expenses		\$17,621	\$8,546	\$17,600	\$11,089	\$24,000	\$18,000	
3.3 Printing/Advertising								
3.31 Adv/Public. of notices	\$900	\$900	\$1,149	\$1,000	\$548	\$1,100	\$1,100	
3.32 Printing (not off. supply)	\$400	\$150	\$4	\$200	\$0	\$200	\$200	
3.4 Insurance								
3.41 Official bonds	\$250	\$250	\$100	\$310	\$360	\$250	\$250	
3.42 Other insurance	\$16,000	\$18,000	\$12,687	\$18,000	\$12,980	\$14,500	\$13,000	
3.5 Utility services								
3.51 Gas	\$25,000	\$27,000	\$28,357	\$27,000	\$14,018	\$29,000	\$27,000	
3.52 Electricity	\$58,000	\$51,000	\$45,609	\$51,000	\$42,882	\$51,000	\$50,000	
3.53 Water	\$1,200	\$1,000	\$760	\$1,000	\$872	\$1,000	\$1,000	
3.54 Waste disposal service	\$2,000	\$2,500	\$2,239	\$2,500	\$2,190	\$2,500	\$2,500	
3.6 Repairs/maintenance								
3.61 Bldgs/Structures	\$30,000	\$34,000	\$31,943	\$35,000	\$39,838	\$35,000	\$35,000	
3.62 Equipment	\$4,000	\$4,000	\$3,063	\$7,000	\$22,045	\$12,000	\$12,000	
3.7 Rentals								
3.71 Real estate	\$0		\$0	\$0	\$0		\$0	
3.72 Equipment	\$225	\$225	\$199	\$225	\$223	\$240	\$240	
3.91 Dues	\$2,000	\$2,100	\$2,195	\$2,400	\$1,125	\$2,600	\$2,600	

3.92	Interest on loans	\$0		\$0	\$0	\$0			
		1996 Budget	1997 Budget	1997 Disbursed	1998 Budget (includes encumbr.)	1998 Expenses	1999 Actual Budget	1999 Budget (what I want to budget)	% of Total 99 budget
3.93	Taxes/Assessments			\$0	0	\$0		\$0	
3.94	Transfer to LIRF	\$40,000	\$55,000	\$0	50000	\$25,000	\$40,000	\$20,000	
3.95	Service contracts	\$9,180	\$9,400	\$9,174	10000	\$9,689	\$12,038	\$12,038	
3.96	Petty cash	\$120	\$120	\$0	120	\$0	\$120	\$120	
3.97	Interview/moving expense	\$0		\$500	0	\$0	\$500	\$500	
3.98	Maintenance contracts	\$36,400	\$30,000	\$28,239	28000	\$24,316	\$41,500	\$41,000	
	Total Other Services/Charges	\$277,221	\$293,316	\$210,565	\$293,455	\$242,391	\$308,298	\$275,798	21%
4	CAPITAL OUTLAYS								
4.1	Land				\$0	\$0		\$0	
4.2	Buildings			\$0	\$0	\$0		\$0	
4.3	Improvements			\$0	\$0	\$0		\$0	
4.4	Furniture/equipment	\$20,196	\$42,000	\$85,515	\$36,000	\$27,367	\$29,000	\$18,000	
4.5	Other capital outlays								
4.51	Books	\$124,000	\$137,000	\$141,666	\$145,000	\$148,396	\$150,000	\$147,000	
4.52	Periodicals,newspapers	\$37,086	\$40,000	\$29,761	\$38,000	\$19,174	\$24,000	\$22,000	
4.53	Nonprint materials	\$22,088	\$30,000	\$25,189	\$36,000	\$36,739	\$58,000	\$50,000	
	Total Capital Outlays	\$203,370	\$249,000	\$282,130	\$255,000	\$231,676	\$261,000	\$237,000	18%
	FUND TOTAL	\$1,135,896	\$1,197,621	\$1,119,075	\$1,275,382	\$1,166,918	\$1,360,788	\$1,294,080	

Fund Appropriations

Recommended changes made after the Budget Committee's approval of the budget are shaded.

- 1.12 **Salary of assistants:** Upgrades one Clerk to Lib Asst 1; adds 20 hour Lib. Asst 2 floater position; adds 4 page hours per week at Rensselaer, adds 50 pg hrs per year at each library. **Removed 4 hours for Wheatfield Librarian, 20 hours for Tech Services clerk.**

- 1.31 **Other Personal Services:** Substitute janitor & handyman

- 2.11 **Official records:** official forms--W-2s, accounts payable vouchers, etc.
- 2.12 **Stationery and printing:** letterheads, envelopes, business cards
- 2.13 **Other office supplies:** pens, copy and computer paper, labels, nametags, bandaids, legal pads, organizers, typing & computer ribbons, office stack trays, posterboard, scissors, staplers, calendars, dry markers

- 2.21 **Cleaning & sanitation supplies:** wet floor signs, cleaning supplies, ice melt, oil dry granules, furnace filters
- 2.23 **Other operating supplies:** extension cords, fluorescent lights, rope for flag pulley, screwdrivers, flashlights, projection bulbs, picture hooks, batteries, cups, hangers, surge suppressors.

- 2.41 **Library supplies:** Bookmarks, posters, craft supplies, book supports, puppets, photo developing, summer reading program materials, film, posterboard, clear tape, plastic baskets, hospitality
- 2.42 **Automation supplies:** bar code labels, borrowers' cards, item labels; cables, connectors and other computer hardware for Galaxy less than \$50

- 3.13 **Legal Services:** **Cut \$500.**
- 3.14 **Other professional services:** signage installation, fees for speakers (summer reading, sign language, etc.), logo design work, facilitators, consultants. **Lowered by \$1,000. Will use fewer speakers. Need money for planning retreat facilitator; staff development program speakers.**

- 3.21 **Telephone:** normal telephone expenses
- 3.22 **Postage:** UPS charges, stamps & mailing costs
- 3.23 **Traveling expense:** mileage, airline tickets
- 3.24 **Professional meetings:** registration fees, hotel and meal expenses for staff and board. Added to 3.23 & 3.24 to provide adequate funds for long range planning retreat and staff development day speakers.

- 3.26 **Network expenses:** Datalines, Internet access, upgrades to servers and equipment. If more is needed for datalines (because of dataline upgrades enabled by universal service funding), we will have \$6,000 from telephone service to work with for upgrades. **Remove \$6,000 of network expenses.**
- 3.31 **Advertising & public notices:** legal ads, help wanted ads; booth rental & marketing ads (\$100)
- 3.32 **Other printing:** typeset of new business card, magnets, evaluation form, library brochures, other marketing ads (\$100)
- 3.42 **Other insurance:** **Cut \$1500.** D&O Liability insurance will cost less
- 3.51 **Gas:** **Cut \$2,000.** Budget was twice 1998 expenses
- 3.52 **Electric:** **Cut \$1,000**
- 3.53 **Water:** bottled water, Rensselaer water utility
- 3.61 **Repairs & maintenance: building & structures:** lawn care, snow removal, building repairs, water heater repairs, caulking windows, elevator inspection

Boiler inspection	\$ 24
Elevator inspection	\$ 104
Fire extinguisher inspection	\$ 412
TruGreen-Chemlawn	\$ 873
Lawn, snow, landscaping	\$ 9,200
Building repairs	\$24,387

- 3.62 **Repairs & maintenance: equipment:** Includes fire extinguisher, computer and typewriter repairs and upgrades.
- 3.72 **Rentals: equipment:** DeMotte P.O. Box, safety deposit box, Culligan water dispensers, tablecloths
- 3.91 **Dues:** INCOLSA, Indiana Historical Society, Indiana Library Federation, ALA, KV Reading Council, Chamber of Commerce, OVGTSL, Online Users
- 3.94 **Transfer to LIRF:** Money appropriated in our operating budget to be placed in the Library Improvement Reserve Fund where it can be saved from year to year to use for major purchases or repairs of buildings and equipment. We put \$40,000 in budget with understanding that, if budget cuts are necessary, this will be the first place to cut. **Cut \$20,000**
- 3.95 **Service contracts:** Courier service between branches, Unique Management (collection agency) WHEELS (INCOLSA courier service between Indiana libraries) **Total \$12,038**

Security Courier	\$ 9,413
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Unique Management	\$ 2,000
WHEELS	\$ 625

3.98 Maintenance contracts: Cut \$500. Total of following: \$40,710

Think Tank	\$ 9,500
Gaylord Automation	\$ 16,327
Precision Controls	\$ 5,200
Simplex	\$ 3,000
Copiers (Heritage)	\$ 4,575
Elevator	\$ 800
Burglar alarm	\$ 120
AVC (financial accounting)	\$ 1,188

Think Tank contract will be for 100 hours of computer support.

4.3 Improvements other than buildings: upgrades to automated system, etc.

4.4 Furniture & equipment: Cut \$11,000. Hopefully, grants will pay for some expenses. Other projected expenses include the following:

DeMotte: Typewriter (\$600).

Rensselaer: big book holder (\$125), desktop pamphlet holder (\$75)

Wheatfield: shelves (\$100), CD browser (\$525), Library logo mat (\$105)

Sheila: computers, etc. Total: \$9,320

Administration: \$6,000 (miscellaneous and unforeseen equipment needs)

Tech Services: \$150

4.5 While cuts are recommended in the following line items, money for both book and nonprint budgets is increased over 1998. There is no cut in periodical/newspaper purchases. Because of INSPIRE, we no longer need to purchase periodical indexes.

4.51 Books: Books plus the contact paper, book tape and pockets needed to process them. Lease books. **Cut funding by \$3,000.**

4.52 Periodicals & newspapers: and other subscription materials in paper format. **Cut funding by \$2000.**

4.53 Nonprint materials: blank VCR tapes, A-V processing supplies, computer software, CD-ROMs (including lease and networked), videos, audiocassettes, CDs. **Cut funding by \$8,000.**

Jasper County Public Library Library Capital Projects Fund 2000-2002

I. The Library District

Jasper County Public Library serves all of Jasper County except for Carpenter Township and Remington, with the headquarters library in Rensselaer (208 W. Susan), and branches in DeMotte and Wheatfield.

A seven-member board of trustees governs the library. Two are appointed by the County Council, two by the County Commissioners, two by the Rensselaer Central School Board and one is appointed jointly by the Kankakee Valley School Board and West Central School Board. All the terms have staggered expiration dates. The library employs 41 employees (the equivalent of 29.4 full-time staff) to work the combined 166 hours the three libraries are open each week.

Current Annual Budget

<u>Fund</u>	<u>Approved Budget</u>	<u>Tax Levy</u>	<u>Tax Rate</u>
Operating	\$1,360,788	\$652,414	0.1886
Debt Service	\$435,070	\$377,404	0.1091
Library Improvement Reserve	\$60,000	0	0

II. Facilities

The DeMotte (901 Birch St. S.W.) and Rensselaer (208 W. Susan) libraries, built in 1992, are approximately 17,000 square feet each. Estimated current value of the Rensselaer library is \$2,312,704. Estimated current value of the DeMotte Library is \$1,912,971 (includes building, contents, outside structures).

The Wheatfield Library (170 S. Grace), built in 1986, is approximately 6,000 square feet. Estimated current value is \$945,574 (building, contents, outside structures).

All three buildings are in basically good condition. The Wheatfield Library, however, has become overcrowded. The library is experiencing space shortages in shelving, in space for public computer workstations and study tables, in meeting room space, and in staff workspace.

The library district does not own any real estate other than described above.

III. Library Service Area

The library service area is 506 square miles with an estimated population of 27,163, (according to Rand McNally Commercial Atlas & Marketing Guide 1998). The annual report submitted January, 1999 reported 17,513 resident registered borrowers and 374 non-resident registered borrowers.

Library use: The number of persons entering each library during an average *week* was 1,442 at DeMotte, 1,474 at Rensselaer, and 624 at Wheatfield.

Patron assistance: Patrons often need help finding the book or information they need. Staff handles about 263 requests for assistance per week at DeMotte, 212 at Rensselaer, and 131 at Wheatfield.

Hours: Wheatfield is open 50.5 hours per week, including one evening and Saturdays. DeMotte is open 56 hours per week, including two evenings and Saturdays. Rensselaer is open 60 hours per week, including four evenings and Saturdays.

Materials collection:

Type of Material	DeMotte	Rensselaer	Wheatfield
Books	40,807	49,933	23,760
Videos	1,002	1,294	754
Audiocassettes & CD's	1,336	2,477	1,245
Software & CD-ROM's	23	80	124
Periodicals/Newspaper Subscriptions	222	220	140

The Library does not limit patrons to use of their own agency's collections; it shares material freely among the three locations via daily courier service. It also borrows over 1,100 items per year from other libraries on interlibrary loan.

Circulation: Total circulation for 1998 was 272,022 items. This included 97,372 children's items.

Public programming: The libraries offer a varied selection of programs for persons of all ages. In 1998, DeMotte offered 199 children's programs, six young adult programs, seventeen adult programs and eleven programs attracting mainly senior citizens, with a total attendance of 5,540. Rensselaer offered 143 children's programs, four young adult programs, 82 adult programs, and 6 senior citizen programs with a total attendance of 3,776. Wheatfield offered 114 children's programs and 22 adult programs, with a total attendance of 2,082.

Technology:

An automated library system provides for the cataloging of materials, circulation functions/recordkeeping and an online patron access catalog.

The Library uses fax machines to move information quickly among the branches and to and from other libraries. It offers satellite programming to the community through a tunable satellite dish.

The Library has a home page on the World Wide Web (www.jasperco.lib.in.us) with links guiding net users to useful websites. All staff computers and eight public workstations now have Internet access. In addition, a wide-area network allows patrons at all three libraries to access valuable cd-rom and online INSPIRE databases located on the library's servers and allows staff to share files with each other. DeMotte and Rensselaer each have four public cd-rom/online database workstations, Wheatfield has two.

Each library provides PCs for patron word processing and spreadsheet needs; Rensselaer has three, Wheatfield has two, and DeMotte has one. Both Rensselaer and DeMotte have a PC that patrons can use to access CD-ROM databases and Internet sites related to Genealogy.

IV. Anticipated Capital Projects Fund Resources

1. Sources and amounts of anticipated income

	2000	2001	2002
Property Taxes	\$142,000	\$144,000	\$146,000
Auto Excise	\$16,145	\$16,373	\$16,600
Financial Institutions Tax	\$355	\$360	\$365
Other Revenue (Interest)	\$9,461	\$10,393	\$11,348
TOTAL	\$167,961	\$171,126	\$174,313

2. Amount of revenue to be retained for expenditures proposed for future year.

2000	\$97,961	
2001	\$141,126	plus amount retained from previous year = \$239,087
2002	\$144,313	plus amount retained from previous years = \$383,400

3. Projected assessed valuation of the library district

2000	2001	2002
\$355,000,000	\$360,000,000	\$365,000,000

4. Projected tax rates and levies for the Capital Projects Fund based on the above assessed valuations.

	2000	2001	2002
Proposed property tax rate	\$0.04	\$0.04	\$0.04
Proposed levy	\$142,000	\$144,000	\$146,000

V. Proposed Use of the Capital Projects Fund

I.C. 20-14-13-4(b)(1) states that the Library Capital Projects Fund may be used to pay for planned construction, repair, replacement, remodeling or lease of existing real estate. It may be used to pay for site acquisition and development. I.C. 20-14-13-4(c) states that it may be used to pay for purchase, lease, or repair of equipment to be used by the library district. I.C. 20-14-13-4(d) states that it may be used to pay for the purchase, lease, upgrading, maintenance, or repair of computer hardware or software.

BUDGET YEAR: 2000

Location: All three libraries

An appropriation of \$70,000 will be made for purchase, maintenance and upgrading of computer hardware and software. This will assist in the replacement of 8 dumb terminals with PCs and in the purchase, maintenance and upgrading of network and automated systems hardware and software.

Allocation for Future Projects

Location: Wheatfield Library

The sum of \$97,961 will be set aside for the future expansion of the Wheatfield Library.

BUDGET YEAR: 2001

Location: All three libraries

An appropriation of \$30,000 will be made for maintenance and upgrading of computer hardware and software. This will assist in the replacement of 11 dumb terminals with PCs and in the maintenance and upgrading of our network and automated systems hardware and software.

Allocation for Future Projects:

Location: Wheatfield Library

The sum of \$141,126 will be set aside for the future expansion of the Wheatfield Library.

BUDGET YEAR: 2002**Location: All three libraries**

An appropriation of \$30,000 will be made for maintenance and upgrading of computer hardware and software. This will assist in the replacement of 3 dumb terminals with PCs and in the maintenance and upgrading of network and automated systems hardware and software.

Allocation for Future Projects:**Location: Wheatfield Library**

The sum of \$144,313 will be set aside for the future expansion of the Wheatfield Library.

Summary of Proposed Expenditures
And
Allocation to Future Projects
By Plan Year:

	<u>2000</u>	<u>2001</u>	<u>2002</u>
Purchase, lease, repair and maintenance Of computer hardware and software	\$70,000	\$30,000	\$30,000
<u>Subtotal Proposed Expenditures:</u>	\$70,000	\$30,000	\$30,000
Allocation for Future Projects	\$97,961	\$239,087*	\$383,400*
<u>Total Expenditures and Allocations:</u>	\$167,961	\$269,087*	\$413,400*

* Includes capital project funds set aside for allocation for future projects from previous year(s) which have not yet been spent.

LIBRARY CAPITAL PROJECTS FUND PLAN SUMMARY
Jasper County Public Library

R 21

EXPENDITURES:	2000	2001	2002
(1) Planned construction, repair, replacement or remodeling	-0-	-0-	-0-
(2) Acquisition of real property	-0-	-0-	-0-
(3) Site development	-0-	-0-	-0-
(4) Emergency Allocation	-0-	-0-	-0-
(5) Purchase, lease, repair, maintenance of equipment	-0-	-0-	-0-
(6) Purchase, lease, repair, maintenance of computer hardware and software	\$70,000	\$30,000	\$30,000
SUBTOTAL EXPENDITURES	\$70,000	\$30,000	\$30,000
(7) Allocation for future projects (cumulative totals)	\$97,961	\$239,087	\$383,400
TOTAL EXPENDITURES & ALLOCATIONS	\$167,961	\$269,087	\$413,400
SOURCES AND ESTIMATES OF REVENUES			
January 1, 1999 Cash Balance	-0-	-0-	-0-
Less encumbered appropriations	-0-	-0-	-0-
Cash balance available for current plan	-0-	\$97,961	\$239,087
Property taxes	142,000	\$144,000	\$146,000
Auto Excise & Financial Institution Tax Receipts	\$ 16,500	\$ 16,733	\$ 16,965
Other revenue	\$ 9,461	\$ 10,393	\$ 11,348
TOTAL FUNDS AVAILABLE FOR PLAN	\$167,961	\$171,126	\$174,313
Projected Tax Rate for Library Capital Projects Fund	\$0.04	\$0.04	\$0.04
Projected Tax Rate is based upon an estimated			
Assessed valuation of	\$355,000,000	\$360,000,000	\$365,000,000

**ACCOUNTING PRACTICES
APPROVAL
FOR
1999**

Interest from the Operating Fund and BIRF will be credited to the Operating Fund.

LIRF (Library Improvement Reserve Fund) funds will be separately invested and the interest credited to LIRF.

Don Abel will hold the office of Assistant Board Treasurer and be bonded as is the Treasurer.

The Director is authorized to invest library funds in Certificates of Deposit when she deems it to be in the best interests of the Library.

The treasurer is authorized to pay certain bills when necessary between board meetings. These bills will be utility bills, conference fees, health insurance premiums, bond payments and payroll checks.

Mileage will be paid in 1999 at the rate of 30 cents per mile.

The Library will pay 80% of an eligible employee's health insurance premium through Anthem Blue Cross/Blue Shield and all but \$1.00 of the accompanying life insurance policy for all eligible employees.

Electronic funds transfers will be used to pay state, county and federal payroll taxes. They may also be used as an emergency measure when the library is unable to make a timely contractual payment by check.

Director's Financial Report
For
1998

We have invested in CD's whenever possible. The remainder of our funds are invested in a repurchase account currently at a rate of 4.54%, although this fluctuates from day to day. The 1998 CD rates ranged from 4.86% to 5.69%, down from 1997's 5.30% to 5.75%. We invested a total of \$1,250,000 which earned \$15,317. Our total receipts in Interest equal \$21,964.65.

Actual Operating Fund receipts for 1998 surpassed our estimate by \$19,583.

We spent 89.5% of our Operating Fund appropriations, including encumbered funds. We did not encumber any 1998 funds for payment in 1999 since we spent \$12,977 more than we received in the year.

Beginning balance in the 1999 Operating Fund is \$380492.80. This will give us approximately 4 months cash flow, allowing us to operate until 1999 CAGIT money arrives in early May.

Circulating CD ROM Policy

Selection criteria :

- The CD ROM must have a good recommendation from a reputable source.
- We will purchase a variety of Informational, educational and recreational CD ROMs
- Only items with complete documentation will be circulated.
- We will buy dual or hybrid disks when possible (for MAC and IBM). Each library will survey its community to determine what proportion of the CD ROMs should be available for the MAC operating system.
- We will not buy items which can be useful only if patrons make an illegal copy, (i.e. a home inventory or genealogy program)
- Both children's and adult titles will be purchased

Circulation Policy:

- Only 2 items may be checked out to a borrower at any time.
- Delete: No renewals will be allowed.
- Loan period will be one (1) week.
- CD ROMs may not be reserved, but may be intralibrary loaned.
- An overdue charge of \$1.00 per day will be assessed for late returns.
- CD ROMs may be borrowed by any person with a JCPL borrowers' card, except those using PLAC or reciprocal borrowing cards.

Fines and Charges

- Fee for loss/damage to CD ROM will be the original cost plus a \$10 processing fee
- Fee for loss or damage to the user's manual or notebook is \$5.00 for one item, \$10.00 for more than one item.

The Library will make copies of the users' manuals before releasing the CD ROM for circulation.

1/97; draft revision 1/99

Jasper County Public Library 1998 Accomplishments

Board Development:

- ◆ Four new board members were appointed.
- ◆ Board Development efforts included a budget workshop (Dave Hurst) and a workshop by Dan Cain.
- ◆ We hosted a NILBA dinner at Strongbow Inn which featured a good discussion at each table of intellectual freedom issues.
- ◆ Anne Marie and Mary Duggleby accompanied staff to the annual state budget workshop.
- ◆ Barb Leestma accompanied Lynn and Michelle to Kansas City for an extremely informative biennial Public Library Association (PLA) Conference.

Genealogy and Local History:

- ◆ Computers loaded with genealogy software have been added at DeMotte and Rensselaer
- ◆ The "Settling of the Grand Marsh of the Kankakee River" oral history project was completed and copies of the manuscript and oral history texts bound and distributed to each library.
- ◆ Volunteers were organized to record cemetery data from two DeMotte cemeteries.

Library Technology:

- ◆ A staff "Homepage Committee" was formed which resulted in development of a superb Internet homepage for the library.
- ◆ A study of the need for migration to a new automated library system was delayed when we lost our Technical Services Librarian. Plans to bring a recommendation to the Board by the end of 1998 were put on hold.
- ◆ A new staff e-mail system was installed so that every employee has his/her own e-mail address. Communication between libraries improved greatly.
- ◆ We received a state-funded T-1 Internet connection
- ◆ Our computer network was upgraded and improved. New Internet workstations were added through a state grant. The library was the recipient of several grants during the year.
- ◆ A new Technology Plan for 1999-2001 was adopted.

Staff Benefits/Issues:

- ◆ A Family and Medical Leave Policy was adopted.
- ◆ Group health insurance and life insurance coverage was offered to all employees working 34 or more hours per week, with the library paying 80% of costs. A Section 125 Premium Conversion option was included. A COBRA Fund was established.
- ◆ All job descriptions were rewritten.
- ◆ A Staff Handbook was developed and distributed.
- ◆ The Board voted to give one employee Fridays off with pay to attend I.U. classes leading to an MLS degree.

Other Library Issues:

- ◆ The Wheatfield Building Task Force was formed. Focus groups confirmed that we should expand the building. Preliminary steps were taken toward adoption of a Capital Projects Fund.
- ◆ The Library began using a Collection Agency to retrieve long overdue materials.
- ◆ A staff Marketing Committee set up booths at several festivals/fairs to promote the library's services throughout the community.

- ◆ Library circulation increased only .4% over last year's circulation, but staff hours spent serving other needs of users went up about 12%. Areas showing the greatest increase are hours spent in public programming, distribution of tax forms, use of microforms and use of FAX service. While the use of CD ROM software has probably gone up, use statistics are down since we have had difficulty finding ways to count accurately. Meeting room use is up in all 3 libraries. Attendance at programs is up appreciably.
- ◆ We have 17,887 registered borrowers, 2,135 more than at the beginning of the year.

- ◆ A volunteer program was designed, advertised and is running successfully at Rensselaer.
- ◆ Wheatfield began an experimental new program called "Favorite Authors" which allows patrons to be contacted by staff when new books are received by authors they indicate they like to read.

Staff Development:

- ◆ A series of mini-workshops were held in-house.
- ◆ A Staff Development Day in April focused on problem patrons, technology and handling emergency situations.
- ◆ Staff attended 45 continuing education workshops, plus various counterparts meetings

Public Programming:

- ◆ Internet classes were instituted at all libraries, with each library offering at least 2 per month.
- ◆ A successful book discussion group was started at the Rensselaer Library
- ◆ Best-attended programs included one at Rensselaer on Bluebirds, one at DeMotte on Birds of Prey, Rensselaer's Festival of Music, and, of course, summer reading club programs.

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JCPL FINANCIAL STATEMENT

December 31, 1998

	<u>Beginning 1998 Balance</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Ending Balance</u>
Operating Fund	\$393,470.00	\$65,587.39	\$1,153,950.91	\$146,192.80	\$1,166,906.11	\$380,514.80
Investments \$205,500.00 (Includes \$25000 LIRF transfer)						
Public Library Access Card Fund	\$42.00	\$66.00	\$154.00	\$22.00	\$86.00	\$110.00
Gift Fund	\$4,544.76	\$459.25	\$4,906.05	\$471.90	\$2,698.67	\$6,752.14
DeMotte	\$439.18	\$160.00	\$555.00	\$0.00	\$610.91	\$383.27
Rensselaer	\$3,164.00	\$0.00	\$3,549.99	\$62.92	\$769.49	\$5,944.50
Wheatfield	\$941.58	\$299.25	\$801.06	\$408.98	\$1,318.27	\$424.37
Bond & Interest Redemption Fund	\$89,745.44	\$34,871.30	\$440,068.41	\$339,732.50	\$435,015.00	\$94,798.85
Investments \$94,500.00						
Host/Hospitality Fund	\$0.00	\$0.00	\$4,685.54	\$0.00	\$4,671.94	\$13.60
Library Improvement Reserve Fund *	\$29,752.43	\$25,118.98	\$26,518.06	\$0.00	\$0.00	\$56,270.49
(Includes OPER transfer of \$25000)						
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Oral History Grant Fund	\$82.55	\$0.00	\$0.00	\$0.00	\$11.44	\$71.11
Reciprocal Borrowing Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund	\$90.48	\$0.00	\$0.00	\$1.74	\$15.67	\$74.81
Indiana Technology Grant Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
State Technology Grant 1997	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Fund	\$638.83	\$0.00	\$17.92	\$0.00	\$656.75	\$0.00
Cash Change Fund	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00
Payroll Withholding Accts.						
State Tax Collected	\$1,520.85	\$0.00	\$0.00	(\$54.81)	(\$12.37)	\$1,533.22
County Tax Collected	\$435.40	\$0.00	\$0.00	(\$16.30)	(\$22.31)	\$457.71
#125 Plan				(\$0.09)	\$0.00	\$0.00
Employee Health Insur.	\$343.20	\$0.00	\$0.00	\$0.00	\$343.20	\$0.00
Employee P.E.R.F.	\$3,443.89	\$0.00	\$0.00	(\$1,202.60)	(\$100.02)	\$3,543.91
TOTAL ALL FUNDS.....	\$524,309.83	\$126,102.92	\$1,630,300.89	\$485,147.14	\$1,610,270.08	\$544,340.64

* Inflated Self transfer
actual Rec. & Disb. =

- 25,000.00	- 25,000.00	- 25,000.00	- 25,000.00
1,01,102.92	1,605,300.89	460,147.14	1,585,270.08

BANK ACCOUNT BALANCES FOR
----- JASPER COUNTY PUBLIC LIBRARY -----
208 W. SUSAN STREET
RENSSELAER, IN 47978-2447
31 Dec 98

1.	BANK ONE CHECKING	.00
2.	BANK ONE-CONSTRUCTION FUND SAV	.00
3.	BANK ONE-LIRF	56270.49
4.	PEOPLES STATE BANK	179232.41
5.	DEMOTTE STATE BANK	8637.74
6.	CASH ON HAND	200.00
7.	PINNACLE BANK CD #7121015842	200000.00
8.	PINNACLE BANK CD #7121015843	100000.00
9.	PINNACLE BANK CD #1030210	.00
10.	PINNACLE BANK CD #1030468	.00
11.	PINNACLE BANK CD #1030699	.00
12.	PINNACLE BANK CD #7121000758	.00
13.	PINNACLE BANK CD #7121000757	.00
14.	PINNACLE BANK CD #7121000977	.00
15.		.00
TOTAL ALL BANK ACCOUNTS		544340.64

REPORT FOR REGISTER OF INVESTMENTS
OPEN INVESTMENTS AS OF 31 Dec 98

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
15 FEB 99	7121015483	PINNACLE BANK	62 DAYS	100000.00	4.86	OPERATING	15 DEC 98	.00	
16 MAR 99	7121015842	PINNACLE BANK	92 DAYS	200000.00	4.86	OP-105500;8	15 DEC 98	.00	
--TOTALS--				300000.00				.00	

REPORT FOR REGISTER OF INVESTMENTS
CLOSED INVESTMENTS AS OF 31 Dec 98

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
APR 98	1030468	PINNACLE BANK	91 DAY	225000.00	5.69	OP-135500;8	19 DEC 97	3191.86	
29 JAN 98	1030210	PINNACLE	30 DAY	150000.00	5.58	OPER	12/30/97	687.95	
22 JUN 98	1030699	PINNACLE BANK	45 DAYS	275000.00	5.45	135000-OP;1	08 MAY 98	1847.77	
09 SEP 98	7121000758	PINNACLE BANK	92 DAY	200000.00	5.45	OP-179000;8	09 JUN 98	2785.56	
07 DEC 98	7121000757	PINNACLE BANK	181 DAY	200000.00	5.55	BIRF	09 JUN 98	5580.85	
21 DEC 98	7121000977	PINNACLE BANK	45 DAY	200000.00	4.96	OPERATING	06 NOV 98	1223.01	
--TOTALS--				1250000.00				15317.00	

APPROPRIATION REPORT
----- JASPER COUNTY PUBLIC LIBRARY -----

31 Dec 98

OPERATING FUND ACNT #	DESCRIPTION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	PERCENT SPENT
1.11	SALARY OF LIBRARIAN	43056.00	.00	42991.00	65.00	99.8
1.12	SALARY OF ASSISTANTS	549551.33	.00	505054.19	44497.14	91.9
1.13	WAGES OF JANITORS	36144.89	.00	32963.33	3181.56	91.2
1.21	EMPLOYER'S SHARE-FICA	48172.94	.00	43614.91	4558.03	90.5
1.22	UNEMPLOYMENT COMPENSATION	3845.00	.00	1673.61	2171.39	43.5
1.23	EMPLOYER'S CONTRIB.- PERF	25401.00	.00	24451.70	949.30	96.3
1.24	EMPLOYER'S CONTRIB.- INS.	16800.00	.00	16577.88	222.12	98.7
1.31	OTHER PERSONAL SERVICES	1500.00	.00	320.00	1180.00	21.3
2.11	OFFICIAL RECORDS	1200.00	.00	994.95	205.05	82.9
2.12	STATIONERY AND PRINTING	700.00	.00	109.75	590.25	15.7
2.13	OTHER OFFICE SUPPLIES	6203.97	.00	6203.27	.70	100.0
2.21	CLEANING & SANITATION SUPPLIES	3700.00	.00	3335.57	364.43	90.2
2.22	FUEL, OIL & LUBRICANTS	20.00	.00	1.12	18.88	5.6
2.23	OTHER OPERATING SUPPLIES	5044.19	.00	5044.19	.00	100.0
2.31	BUILDING MATERIALS & SUPPLIES	1500.00	.00	1391.76	108.24	92.8
2.32	PAINT AND PAINTING SUPPLIES	110.67	.00	.00	110.67	.0
2.33	REPAIR PARTS	500.00	.00	78.30	421.70	15.7
2.41	LIBRARY SUPPLIES	3674.53	-22.00	3652.53	22.00	99.4
2.42	AUTOMATION SUPPLIES	4370.49	.00	4370.49	.00	100.0
3.11	CONSULTING SERVICES	.00	.00	.00	.00	.0
3.12	ENGINEERING & ARCH. SERVICES	.00	.00	.00	.00	.0
3.13	LEGAL SERVICES	2500.00	.00	597.50	1902.50	23.9
3.14	OTHER PROFESSIONAL SERVICES	9400.00	.00	5394.09	4005.91	57.4
3.21	TELEPHONE	12000.00	.00	11949.49	50.51	99.6
3.22	POSTAGE	5464.52	.00	4362.50	1102.02	79.8
3.23	TRAVELING EXPENSE	5646.93	.00	5646.93	.00	100.0
3.24	PROFESSIONAL MEETINGS	7273.37	.00	7273.37	.00	100.0
3.25	FREIGHT	50.00	.00	.00	50.00	.0
3.26	NETWORK INFRASTRUCTURE	17600.00	.00	11089.41	6510.59	63.0
3.31	ADVERTISING & PUBLIC NOTICES	1000.00	.00	548.26	451.74	54.8
3.32	OTHER PRINTING	200.00	.00	.00	200.00	.0
3.41	OFFICIAL BONDS	360.00	.00	360.00	.00	100.0
3.42	OTHER INSURANCE	13096.26	.00	12980.00	116.26	99.1
3.51	GAS	14018.32	.00	14018.32	.00	100.0
3.52	ELECTRICITY	51000.00	.00	42882.03	8117.97	84.1
3.53	WATER	1000.00	.00	872.45	127.55	87.2
3.54	WASTE DISPOSAL SERVICES	2500.00	.00	2190.14	309.86	87.6
3.61	BUILDING & STRUCTURES	39838.17	.00	39838.17	.00	100.0
3.62	EQUIPMENT	22045.49	.00	22045.49	.00	100.0
3.71	REAL ESTATE	.00	.00	.00	.00	.0
3.72	EQUIPMENT	225.00	.00	223.40	1.60	99.3
3.91	DUES	2400.00	.00	1125.00	1275.00	46.9
3.92	INTEREST ON TEMPORARY LOANS	.00	.00	.00	.00	.0
3.93	TAXES & ASSESSMENTS	.00	.00	.00	.00	.0
3.94	TRANSFER TO LIRF	50000.00	.00	25000.00	25000.00	50.0
3.95	SERVICE CONTRACTS	10000.00	.00	9689.46	310.54	96.9
3.96	PETTY CASH	120.00	.00	.00	120.00	.0
3.97	INTERVIEWING & MOVING EXP.	.00	.00	.00	.00	.0
3.98	MAINTENANCE CONTRACTS	28000.00	.00	24315.57	3684.43	86.8
4.1	LAND	.00	.00	.00	.00	.0
4.2	BUILDINGS	.00	.00	.00	.00	.0
4.3	IMPROVEMENTS OTHER THAN BUILD.	.00	.00	.00	.00	.0
4.4	FURNITURE & EQUIPMENT	37315.00	.00	27367.10	9947.90	73.3
4.51	BOOKS	148395.97	.00	148395.97	.00	100.0
4.52	PERIODICALS & NEWSPAPERS	33944.08	.00	19174.18	14769.90	56.5
4.53	NONPRINTED MATERIALS	36738.73	.00	36738.73	.00	100.0
	-TOTAL-	1303626.85	-22.00	1166906.11	136720.74	89.5

----- APPROPRIATION REPORT -----
 ----- JASPER COUNTY PUBLIC LIBRARY -----

31 Dec 98

OPERATING FUND ACNT #	DESCRIPTION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	PERCENT SPENT
1.11	SALARY OF LIBRARIAN	43056.00	3588.00	42991.00	65.00	99.8
1.12	SALARY OF ASSISTANTS	549551.33	42470.34	505054.19	44497.14	91.9
1.13	WAGES OF JANITORS	36144.89	2819.55	32963.33	3181.56	91.2
1.21	EMPLOYER'S SHARE-FICA	48172.94	3649.69	43614.91	4558.03	90.5
1.22	UNEMPLOYMENT COMPENSATION	3845.00	.00	1673.61	2171.39	43.5
1.23	EMPLOYER'S CONTRIB.- PERF	25401.00	.00	24451.70	949.30	96.3
1.24	EMPLOYER'S CONTRIB.- INS.	16800.00	1779.90	16577.88	222.12	98.7
1.31	OTHER PERSONAL SERVICES	1500.00	.00	320.00	1180.00	21.3
2.11	OFFICIAL RECORDS	1200.00	22.61	994.95	205.05	82.9
2.12	STATIONERY AND PRINTING	700.00	.00	109.75	590.25	15.7
2.13	OTHER OFFICE SUPPLIES	6203.97	244.33	6203.27	.70	100.0
2.21	CLEANING & SANITATION SUPPLIES	3700.00	209.01	3335.57	364.43	90.2
2.22	FUEL, OIL & LUBRICANTS	20.00	.00	1.12	18.88	5.6
2.23	OTHER OPERATING SUPPLIES	5044.19	533.88	5044.19	.00	100.0
2.31	BUILDING MATERIALS & SUPPLIES	1500.00	52.50	1391.76	108.24	92.8
2.32	PAINT AND PAINTING SUPPLIES	110.67	.00	.00	110.67	.0
2.33	REPAIR PARTS	500.00	.00	78.30	421.70	15.7
2.41	LIBRARY SUPPLIES	3674.53	288.80	3674.53	.00	100.0
2.42	AUTOMATION SUPPLIES	4370.49	.00	4370.49	.00	100.0
3.11	CONSULTING SERVICES	.00	.00	.00	.00	.0
3.12	ENGINEERING & ARCH. SERVICES	.00	.00	.00	.00	.0
3.13	LEGAL SERVICES	2500.00	.00	597.50	1902.50	23.9
3.14	OTHER PROFESSIONAL SERVICES	9400.00	2196.09	5394.09	4005.91	57.4
3.21	TELEPHONE	12000.00	954.40	11949.49	50.51	99.6
3.22	POSTAGE	5464.52	17.60	4362.50	1102.02	79.8
3.23	TRAVELING EXPENSE	5646.93	762.30	5646.93	.00	100.0
3.24	PROFESSIONAL MEETINGS	7273.37	25.00	7273.37	.00	100.0
3.25	FREIGHT	50.00	.00	.00	50.00	.0
3.26	NETWORK INFRASTRUCTURE	17600.00	1091.40	11089.41	6510.59	63.0
3.31	ADVERTISING & PUBLIC NOTICES	1000.00	.00	548.26	451.74	54.8
3.32	OTHER PRINTING	200.00	.00	.00	200.00	.0
3.41	OFFICIAL BONDS	360.00	200.00	360.00	.00	100.0
3.42	OTHER INSURANCE	13096.26	.00	12980.00	116.26	99.1
3.51	GAS	14018.32	1584.21	14018.32	.00	100.0
3.52	ELECTRICITY	51000.00	4210.46	42882.03	8117.97	84.1
3.53	WATER	1000.00	100.30	872.45	127.55	87.2
3.54	WASTE DISPOSAL SERVICES	2500.00	248.42	2190.14	309.86	87.6
3.61	BUILDING & STRUCTURES	39838.17	3724.68	39838.17	.00	100.0
3.62	EQUIPMENT	22045.49	10200.00	22045.49	.00	100.0
3.71	REAL ESTATE	.00	.00	.00	.00	.0
3.72	EQUIPMENT	225.00	9.95	223.40	1.60	99.3
3.91	DUES	2400.00	.00	1125.00	1275.00	46.9
3.92	INTEREST ON TEMPORARY LOANS	.00	.00	.00	.00	.0
3.93	TAXES & ASSESSMENTS	.00	.00	.00	.00	.0
3.94	TRANSFER TO LIRF	50000.00	25000.00	25000.00	25000.00	50.0
3.95	SERVICE CONTRACTS	10000.00	936.96	9689.46	310.54	96.9
3.96	PETTY CASH	120.00	.00	.00	120.00	.0
3.97	INTERVIEWING & MOVING EXP.	.00	.00	.00	.00	.0
3.98	MAINTENANCE CONTRACTS	28000.00	16323.33	24315.57	3684.43	86.8
4.1	LAND	.00	.00	.00	.00	.0
4.2	BUILDINGS	.00	.00	.00	.00	.0
4.3	IMPROVEMENTS OTHER THAN BUILD.	.00	.00	.00	.00	.0
4.4	FURNITURE & EQUIPMENT	37315.00	6539.06	27367.10	9947.90	73.3
4.51	BOOKS	148395.97	10842.31	148395.97	.00	100.0
4.52	PERIODICALS & NEWSPAPERS	33944.08	256.60	19174.18	14769.90	56.5
4.53	NONPRINTED MATERIALS	36738.73	5333.12	36738.73	.00	100.0
	-TOTAL-	1303626.85	146214.80	1166928.11	136698.74	89.5

CHANGES TO APPROPRIATION REPORT
DATE 31 Dec 98

Fund/Account No	Date	Amount	Explanation
100-1.12	05 Jan 98	21469.33	1997 ENCUMBRANCES/BD RESOLUTION
100-1.13	05 Jan 98	1420.60	1997 ENCUMBRANCES/BD RESOLUTION
100-1.13	29 Jan 98	-232.71	UNUSED 1997 ENCUMBRANCE
100-1.21	05 Jan 98	1806.94	1997 ENCUMBRANCES/BD RESOLUTION
100-2.13	25 Mar 98	29.90	OVERPAYMENT-REFUND RECEIVED
100-2.13	06 Nov 98	53.55	QUILL CORP. REBATE-OFFICE SUPPLY
100-2.13	22 Dec 98	19.70	COMPUTER DISKS-PATRON REIMBURSEM
100-2.13	31 Dec 98	900.12	PER BOARD APPROVAL-12/29/98 MTG.
100-2.13	31 Dec 98	.70	COMPUTER DISKS-PATRON REIMBURSEM
100-2.23	31 Dec 98	1044.19	PER BOARD APPROVAL-12/29/98 MTG.
100-2.32	31 Dec 98	-189.33	PER BOARD APPROVAL-12/29/98 MTG.
100-2.41	31 Dec 98	-1825.47	PER BOARD APPROVAL-12/29/98 MTG.
100-2.42	31 Dec 98	70.49	PER BOARD APPROVAL-12/29/98 MTG.
100-3.22	29 Sep 98	10.43	REX LEARNING CENTER POSTAGE REF.
100-3.22	31 Dec 98	-1195.91	PER BOARD APPROVAL-12/29/98 MTG.
100-3.23	31 Dec 98	646.93	PER BOARD APPROVAL-12/29/98 MTG.
100-3.24	28 May 98	174.18	CANCELLED RESERVATION OVGTSL
100-3.24	28 May 98	10.00	INCOLSA BOARD MTG. REFUND
100-3.24	10 Jun 98	23.71	REIMBURSEMENT/MEETING EXPENSES
100-3.24	09 Sep 98	16.50	HOLIDAY INN EXPRESS CREDIT REF.
100-3.24	31 Dec 98	548.98	PER BOARD APPROVAL-12/29/98 MTG.
100-3.41	31 Dec 98	50.00	PER BOARD APPROVAL-12/29/98 MTG.
100-3.42	31 Dec 98	-4903.74	PER BOARD APPROVAL-12/29/98 MTG.
100-3.51	31 Dec 98	-12981.68	PER BOARD APPROVAL-12/29/98 MTG.
100-3.61	22 Dec 98	197.00	UTICA INS. CLAIM-TIME CLOCK
100-3.61	31 Dec 98	4641.17	PER BOARD APPROVAL-12/29/98 MTG.
100-3.62	28 Jul 98	1851.24	UTICA INS. CLAIM-DAMAGES 6/3/98
100-3.62	31 Dec 98	13194.25	PER BOARD APPROVAL-12/29/98 MTG.
100-4.4	05 Jan 98	1315.00	1997 ENCUMBRANCES/BD RESOLUTION
100-4.51	20 Jul 98	15.64	REIMBURSED FOR PRODUCT USE
100-4.51	20 Jul 98	6.25	REIMBURSED FOR PRODUCT USE
100-4.51	28 Jul 98	21.89	EMPLOYEE PURCHASE-L.DAUGHERTY
100-4.51	31 Dec 98	3352.19	PER BOARD APPROVAL-12/29/98 MTG.
100-4.52	14 Aug 98	.00	
100-4.52	14 Aug 98	.00	
100-4.52	14 Aug 98	35.00	BLACK'S REFUND-FED.RESERVE BULLE
100-4.52	31 Dec 98	-4090.92	PER BOARD APPROVAL-12/29/98 MTG.
100-4.53	20 Jul 98	21.89	REIMBURSED FOR PRODUCT USE
100-4.53	20 Jul 98	-21.89	PRIOR ENTRY ERROR-7/20/98
100-4.53	31 Dec 98	738.73	PER BOARD APPROVAL-12/29/98 MTG.
130-4.1	11 Aug 98	-21990.00	BOARD RESOLUTION,8/10/98 MEETING
180-4.4	18 May 98	17.92	INTEREST EARNED THRU 4/30/98
180-4.4	18 May 98	1.11	FINAL INTEREST EARNED 5/98

REGISTER OF CLAIMS
 ----- JASPER COUNTY PUBLIC LIBRARY -----
 208 W. SUSAN STREET
 RENSSELAER, IN 47978-2447
 31 Dec 98

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
IND. EFT	01986	INDIANA DEPARTMENT OF REVENUE	1919.82	18 DEC 98	STATE & COUNTY TAXES WITHHELD
BANK DEBIT	02045	PEOPLES STATE BANK	10.00	31 DEC 98	REF.#08188, VERIF.#36, 12/10/9
WIRE TRANSFER	02044	BANK ONE, NA	339732.50	31 DEC 98	FEE FOR WIRE TRANSFER-12/31/ BOND PYMT DUE 1/1/99; BANK AC DEBITED BY PEOPLES' BANK FOR TRANSFER PER ATTACHED
WIRE TRANSFER	02043	BANK ONE, NA	-339742.50	31 DEC 98	CORRECT A/P#2042-WRONG PAYEE
WIRE TRANSFER	02042	BANK ONE, NA	339742.50	31 DEC 98	BOND PYMT DUE 1/1/99; BANK A DEBITED BY PEOPLES BANK FOR TRANSFER PER ATTACHED; PLUS F
EFT DEBIT	02039	INTERNAL REVENUE SERVICE CEN	6133.43	22 DEC 98	FICA & FED TAXES WITHHELD 22 REF #49816572, TRANSFER 24 DE
TRANSFER	02040	JASPER COUNTY PUBLIC LIBRARY	200000.00	21 DEC 98	CD#7121000977 MATURED
TRANSFER	01987	JASPER COUNTY PUBLIC LIBRARY	200000.00	09 DEC 98	CD #7121000757 MATURED
FED. EFT	01985	INTERNAL REVENUE SERVICE CEN	5936.44	10 DEC 98	FICA & FED TAXES WITHHELD 10 REF.#48730211, TRANSFER 11 D
007875	01906	AMBER M. BAGGERLY	67.94	10 DEC 98	PAYROLL
007876	01881	MARLENE BEEDLE	517.29	10 DEC 98	PAYROLL
007877	01907	ERIN M. BOER	106.67	10 DEC 98	PAYROLL
007878	01888	BRADLEY, MICHELLE HEEKE	907.67	10 DEC 98	PAYROLL
007880	01875	GLENDA BROWN	639.89	10 DEC 98	PAYROLL
007881	01878	RENEE CARR	535.16	10 DEC 98	PAYROLL
007882	01883	CAVINDER, RACHAEL D.	498.93	10 DEC 98	PAYROLL
007883	01905	VALERIE A. COLVIN	285.47	10 DEC 98	PAYROLL
007885	01877	LYNN DAUGHERTY	996.86	10 DEC 98	PAYROLL
007886	01903	JENNIFER L. EVERS	253.38	10 DEC 98	PAYROLL
007888	01870	CHARLOTTE FAGEN	398.80	10 DEC 98	PAYROLL
007889	01890	STEPHANIE D. FILSON	489.05	10 DEC 98	PAYROLL
007890	01901	KELLY M. GUDAMAN	60.03	10 DEC 98	PAYROLL
007891	01892	SANDRA L. HESTERMAN	279.29	10 DEC 98	PAYROLL
007893	01880	ROSE E. HOWARD	537.88	10 DEC 98	PAYROLL
007894	01904	TRISHA K. HUH	35.29	10 DEC 98	PAYROLL
007895	01882	GAIL M. JUNG	689.31	10 DEC 98	PAYROLL
007896	01876	DIANA KOOT	531.74	10 DEC 98	PAYROLL
007897	01873	JOAN KOPANDA	505.30	10 DEC 98	PAYROLL
007898	01874	KROS, DIANE	609.60	10 DEC 98	PAYROLL
007899	01898	SHEILA MAXWELL	828.54	10 DEC 98	PAYROLL
007900	01894	KRISTINE L. MAYS	366.82	10 DEC 98	PAYROLL
007901	01889	DIANE M. OPOLSKI	423.19	10 DEC 98	PAYROLL
007902	01900	NATHAN A. PLANT	80.99	10 DEC 98	PAYROLL
007903	01891	JACKIE REAGAN	709.20	10 DEC 98	PAYROLL
007904	01887	LISA RUSHER	508.89	10 DEC 98	PAYROLL
007905	01871	SHARON SCHULENBERG	589.28	10 DEC 98	PAYROLL
007906	01902	NANETTE T. SPEACHT	103.42	10 DEC 98	PAYROLL
007907	01885	JACK STANDISH	394.57	10 DEC 98	PAYROLL
007908	01896	PATRICIA STRINGFELLOW	495.22	10 DEC 98	PAYROLL
007909	01872	JILL TACHTIRIS	652.41	10 DEC 98	PAYROLL
007910	01897	LINDA THOMPSON	205.32	10 DEC 98	PAYROLL

REGISTER OF CLAIMS

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208 W. SUSAN STREET

RENSSELAER, IN 47978-2447

31 Dec 98

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
007911	01899	VAN KLEY, APRIL L.	112.80	10 DEC 98	PAYROLL
007912	01908	VIROK, ROSE MARIE	93.67	10 DEC 98	PAYROLL
007913	01893	VIRGINIA VIS	87.06	10 DEC 98	PAYROLL
007914	01895	VIRGINIA L. VIS	165.70	10 DEC 98	PAYROLL
007915	01879	WHITED, AMBER	530.02	10 DEC 98	PAYROLL
007916	01886	MARGARET M. WOODS	522.80	10 DEC 98	PAYROLL
007917	01909	DENISE YENTES	81.44	10 DEC 98	PAYROLL
007918	01884	LEANNE YORK	946.45	10 DEC 98	PAYROLL
007919	02035	AMBER M. BAGGERLY	67.94	23 DEC 98	PAYROLL
007920	02010	MARLENE BEEDLE	461.76	23 DEC 98	PAYROLL
007921	02036	ERIN M. BOER	86.05	23 DEC 98	PAYROLL
007922	02017	BRADLEY, MICHELLE HEEKE	907.67	23 DEC 98	PAYROLL
007923	02004	GLENDA BROWN	639.89	23 DEC 98	PAYROLL
007924	02007	RENEE CARR	474.78	23 DEC 98	PAYROLL
007925	02012	CAVINDER, RACHAEL D.	587.45	23 DEC 98	PAYROLL
007926	02034	VALERIE A. COLVIN	263.58	23 DEC 98	PAYROLL
007927	02006	LYNN DAUGHERTY	996.86	23 DEC 98	PAYROLL
007928	02032	JENNIFER L. EVERS	302.58	23 DEC 98	PAYROLL
007929	01999	CHARLOTTE FAGEN	398.80	23 DEC 98	PAYROLL
007930	02019	STEPHANIE D. FILSON	444.11	23 DEC 98	PAYROLL
007931	02030	KELLY M. GUDEMAN	57.72	23 DEC 98	PAYROLL
007932	02021	SANDRA L. HESTERMAN	322.47	23 DEC 98	PAYROLL
007933	02009	ROSE E. HOWARD	559.15	23 DEC 98	PAYROLL
007934	02033	TRISHA K. HUHN	89.16	23 DEC 98	PAYROLL
007935	02011	GAIL M. JUNG	689.31	23 DEC 98	PAYROLL
007936	02005	DIANA KOOY	531.74	23 DEC 98	PAYROLL
007937	02002	JOAN KOPANDA	498.52	23 DEC 98	PAYROLL
007938	02003	KROS, DIANE	609.59	23 DEC 98	PAYROLL
007939	02027	SHEILA MAXWELL	828.54	23 DEC 98	PAYROLL
007940	02023	KRISTINE L. MAYS	392.69	23 DEC 98	PAYROLL
007941	02018	DIANE M. OPOLSKI	423.19	23 DEC 98	PAYROLL
007942	02029	NATHAN A. PLANT	112.65	23 DEC 98	PAYROLL
007943	02020	JACKIE REAGAN	709.20	23 DEC 98	PAYROLL
007944	02016	LISA RUSHER	532.08	23 DEC 98	PAYROLL
007945	02000	SHARON SCHULENBERG	589.28	23 DEC 98	PAYROLL
007946	02031	NANETTE T. SPEACHT	121.89	23 DEC 98	PAYROLL
007947	02014	JACK STANDISH	394.57	23 DEC 98	PAYROLL
007948	02025	PATRICIA STRINGFELLOW	502.45	23 DEC 98	PAYROLL
007949	02001	JILL TACHTIRIS	652.41	23 DEC 98	PAYROLL
007950	02026	LINDA THOMPSON	187.73	23 DEC 98	PAYROLL
007951	02028	VAN KLEY, APRIL L.	87.06	23 DEC 98	PAYROLL
007952	02037	VIROK, ROSE MARIE	93.67	23 DEC 98	PAYROLL
007953	02022	VIRGINIA VIS	116.10	23 DEC 98	PAYROLL
007954	02024	VIRGINIA L. VIS	200.22	23 DEC 98	PAYROLL
007955	02008	WHITED, AMBER	530.02	23 DEC 98	PAYROLL
007956	02015	MARGARET M. WOODS	873.66	23 DEC 98	PAYROLL
007957	02038	DENISE YENTES	105.60	23 DEC 98	PAYROLL
007958	02013	LEANNE YORK	946.45	23 DEC 98	PAYROLL

REGISTER OF CLAIMS
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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
017413	01910	CITY OF RENSSELAER	1822.05	10 DEC 98	NOV. UTILITIES-RENSSELAER,10
017414	01911	INDIANA DEFERRED COMPENSATIO	931.56	10 DEC 98	WITHHELD FROM 10 DEC 98 PAYR DAUGHERTY,KOBY,KOPANDA,SCHUL FAGEN,WOODS,STRINGFELLOW,FIL
017415	01912	NORTHWESTERN INDIANA TELEPHO	145.15	10 DEC 98	DEMOTTE TELEPHONES-DEC.1998
017418	01913	SPRINT	148.32	10 DEC 98	LONG DISTANCE-NOV.1998
017419	01914	TOWN OF DEMOTTE	43.12	10 DEC 98	DEMOTTE SEWER SERVICE-OCTOBE
017420	01915	TOWN OF WHEATFIELD SEWER WOR	41.05	10 DEC 98	WHEATFIELD SEWER SERVICE-DEC
017421	01916	A.E. BOYCE CO., INC.	22.61	14 DEC 98	W-2 & 1099 Forms
017422	01917	Al's Construction, Inc.	55.00	14 DEC 98	Install deadbolt lock/women'
017423	01918	ANTHEM BLUE CROSS AND BLUE S	2865.24	14 DEC 98	HEALTH PREMIUM-12 EMPLOYEES-
017424	01919	APPLETON'S BOOKS & GENEALOGY	278.96	14 DEC 98	CD-ROM'S:FTM CENSUS INDEX,MA OHIO VITAL RECORDS,PASSENGER
017425	01920	AUSTIN BOOK SALES	110.84	14 DEC 98	BOOKS
017426	01921	AVC CORPORATION	198.00	14 DEC 98	NOV./DEC. FINANCIAL COMP. AG
017427	01922	BAKER & TAYLOR	8120.22	14 DEC 98	BOOKS, GIFT BOOKS, AV MATERI
017428	01923	BETHANY HOUSE PUBLISHERS	17.16	14 DEC 98	BOOKS
017429	01924	BLACK MAGAZINE AGENCY	3.95	14 DEC 98	ANNUAL SUBCRP. HERB COMPANIO CREDIT/RANGER RICK
017430	01925	BOOKPAGE	180.00	14 DEC 98	ANNUAL SUBCRPT. BOOKPAGE:D,R
017431	01926	BROWN'S GARDEN SHOPPE	2192.50	14 DEC 98	LAWN MAINT./JUN,JUL,AUG,SEP, 15 YDS MULCH-RENSSELAER
017432	01927	CHELSEA HOUSE PUBLISHERS	16.96	14 DEC 98	BOOK
017433	01928	CONSOLIDATED INSURANCE AGENC	200.00	14 DEC 98	1999 TREAS. & ASST. TREAS. B
017434	01929	CROSSWIND SERVICES, INC.	40.00	14 DEC 98	SEP. & DEC. INTERNET ACCESS
017435	01930	CULLIGAN	9.95	14 DEC 98	DEC. WATER COOLER RENTAL-WHE
017436	01931	DARYL'S PASTRY SHOP	31.00	14 DEC 98	ANNIV. OPEN HOUSE SUPPLIES
017437	01932	DAVIDSON TITLES INC.	134.43	14 DEC 98	BOOKS
017438	01933	DEMCO	88.18	14 DEC 98	NORBOND,DISPLAY FRAMES,BOOK
017439	01934	DIANA KOBY	25.20	14 DEC 98	MILEAGE
017440	01935	DIANE KROS	28.50	14 DEC 98	MILEAGE
017441	01936	DIANE OPOLSKI	24.00	14 DEC 98	MILEAGE;ILF REF. CONF.
017442	01937	ELLISON EDUCATIONAL EQUIPMEN	408.98	14 DEC 98	DIE CUT MACHINE,STORAGE RACK
017443	01938	ELRON SOFTWARE, INC.	2882.00	14 DEC 98	SOFTAC METERING SOFTWARE
017444	01939	FASE'S WATER TREATMENT & FLO	52.50	14 DEC 98	REDOUT-DEMOTTE
017445	01940	GAIL JUNG	7.14	14 DEC 98	DEM. PETTY CASH-POSTAGE,REPO
017446	01941	GAIL JUNG	29.26	14 DEC 98	RENS. PETTY CASH-POSTAGE,CRP OPEN HOUSE SUPPLIES
017447	01942	GAIL JUNG	1.62	14 DEC 98	WHEATFIELD PETTY CASH
017448	01943	GAIL JUNG	108.60	14 DEC 98	MILEAGE;BKBP WRKSHp,MGMT. MT
017449	01944	GALE RESEARCH INC.	242.04	14 DEC 98	BOOKS
017450	01945	GAYLORD BROS.	14676.55	14 DEC 98	ANNUAL GALAXY SOFTWR/HARDWR ANNUAL MARC SUBSCRPT,SIGN HO
017451	01946	HAINES & COMPANY, INC.	580.50	14 DEC 98	CRISS-CROSS DIRECTORIES
017452	01947	HECKMAN BINDERY, INC.	173.32	14 DEC 98	22 BOOKS
017453	01948	HERITAGE OFFICE PRODUCTS, IN	1486.33	14 DEC 98	SERV.CONTR.3055 COPIER;10/98 16,222 COPY OVER RUN-REN
017454	01949	HIGHSMITH CO. INC.	71.00	14 DEC 98	MAGAZINE BINDERS

REGISTER OF CLAIMS
 ----- JASPER COUNTY PUBLIC LIBRARY -----
 208 W. SUSAN STREET
 RENSSELAER, IN 47978-2447
 31 Dec 98

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
017455	01950	HOLMES PLUMBING	35.00	14 DEC 98	REPAIRS TO MEN'S RESTROOM UR
017456	01951	HP PRODUCTS CORP.	383.43	14 DEC 98	ICE MELT,KLEENEX,PAPER TOWEL OCTOBER WORKSHOP
017457	01952	INDIANA JIM'S LOCKERY	45.00	14 DEC 98	REPAIR TO MTG. RM. LOCK AND
017458	01953	INDIANA VISUAL & AUDIO NETWO	1650.00	14 DEC 98	1999 CD-ROM AGREEMENT-D,R &
017459	01954	INDIANAPOLIS NEWSPAPERS, INC	93.60	14 DEC 98	ANNUAL SUBCRP. TO 12/18/99-R
017460	01955	INFORMATION ACCESS COMPANY	3290.00	14 DEC 98	HEALTH REF.:1/1/99-12/31/99;
017461	01956	INFORMATION PLUS	458.10	14 DEC 98	BOOKS
017462	01957	INGRAM	114.78	14 DEC 98	BOOKS
017463	01958	INSPIRATIONAL BOOK DISTRIBUT	133.97	14 DEC 98	BOOKS
017464	01959	KOLORTECH, INC.	342.45	14 DEC 98	4' FLUORESCENT BULBS
017465	01960	KRISTINE L.MAYS	51.00	14 DEC 98	MILEAGE;BOOK REPAIR WRKSH. P
017466	01961	LANDMARK AUDIOBOOKS	15.00	14 DEC 98	REPLACEMENT TAPES "BEST LAID
017467	01962	LAWN CARE CONSULTANTS	730.00	14 DEC 98	LAWN MOWING;7/11-10/9/98;PRU ROCK, MULCH, LEAF REMOVAL-WH BOOK
017468	01963	LEISURE ARTS	29.91	14 DEC 98	BOOK
017469	01964	LISA RUSHER	27.00	14 DEC 98	MILEAGE;CIRC. COUNTERPARTS
017470	01965	LYNN DAUGHERTY	111.00	14 DEC 98	MILEAGE
017471	01966	MARLENE BEEDLE	25.20	14 DEC 98	MILEAGE, COPIES OF DEMOTTE C
017472	01967	MICHELLE HEEKE BRADLEY	72.60	14 DEC 98	MILEAGE;IVAN MTG. & IOLUG MT
017473	01968	PATTY STRINGFELLOW	67.80	14 DEC 98	MILEAGE;REF. WRKSH. & ASK C
017474	01969	PRECISION CONTROL SYSTEMS, I	187.50	14 DEC 98	RESET/CHECK OIL PRESSURE & S
017475	01970	QUILL	549.01	14 DEC 98	DOTS,CONTACT PAP.,TAPE,FOLDE RIBBONS,TONER,CALC.,PENCIL S BOOKS
017476	01971	R.R. BOWKER	445.80	14 DEC 98	BOOKS
017477	01972	RACHAEL CAVINDER	5.40	14 DEC 98	MILEAGE-BOOKTALKS
017478	01973	REBECCA NELSON	10.49	14 DEC 98	REIMBURSEMENT/BOOK WEDGED IN
017479	01974	REGENT BOOK CO., INC.	20.39	14 DEC 98	BOOKS
017480	01975	SECURITY COURIERS CORP.	936.96	14 DEC 98	TRANSPORT SERVICE;10/30 - 11
017481	01976	SHARON B. WISEMAN	2174.09	14 DEC 98	9/21-9/22/98 FOCUS GRP. CONS
017482	01977	SHEILA MAXWELL	225.60	14 DEC 98	MILEAGE
017483	01978	SIMON & SCHUSTER SCHOOL GROU	30.71	14 DEC 98	BOOK
017484	01979	SPRINT	1285.44	14 DEC 98	RENS. LOCAL PHONE-DEC & DATA
017485	01980	T.C.& M., INC.	380.68	14 DEC 98	D-REPAIR/REPLACE LANDSCAPE L CLEANED FIXTURES, REPAIR JUN INTRANETWARE 4.1;COMP. ASSOC BIG BLOCK 115 HRS
017486	01981	THINK TANK INFORMATION SYSTE	13807.07	14 DEC 98	CD SLEEVES
017487	01982	VIDEO STORE SHOPPER	87.00	14 DEC 98	PLEDGE,CHILDREN'S PROGRAM SU
017488	01983	WAL-MART STORES, INC.	82.93	14 DEC 98	LAWN MOWING;10/5,10/12,10/21
017489	01984	WALSTRA FINE CUT	99.00	14 DEC 98	CHILDREN PROGRAM SUPPLIES-RE
017490	01988	GA FOODS GROUP	6.00	14 DEC 98	PURCHASE 62 DAY CD-PINNACLE
017491	01989	JASPER COUNTY PUBLIC LIBRARY	100000.00	15 DEC 98	PURCHASE 92 DAY CD-PINNACLE
017492	01990	JASPER COUNTY PUBLIC LIBRARY	200000.00	15 DEC 98	LIRF TRANSFER PER BD.APPROVA
017493	01991	JASPER COUNTY PUBLIC LIBRARY	25000.00	23 DEC 98	JANUARY 1999 PREMIUMS
017494	01992	ANTHEM LIFE	83.70	23 DEC 98	BOND PAYMENT DUE 1/1/99
017495	01993	BANK ONE, NA	339732.50	23 DEC 98	VOID CHECK & AP #01993-NOT P
017495	02041	BANK ONE, NA	-339732.50	31 DEC 98	FOR MAIL DELIVERY TILL 12/31 LATE FOR TIMELY PYMT-DID WIR

REGISTER OF CLAIMS
 ----- JASPER COUNTY PUBLIC LIBRARY -----
 208 W. SUSAN STREET
 RENSSELAER, IN 47978-2447
 31 Dec 98

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
017496	01994	CITY OF RENSSELAER	1426.94	23 DEC 98	11/9-12/7/98 RENS. UTILITIES
017497	01995	INDIANA DEFERRED COMPENSATIO	931.56	23 DEC 98	WITHHELD FROM PAYROLL 23 DEC DAUGHERTY,KOBY,KOPANDA,SCHUL FILSON,FAGEN,STRINGFELLOW,WO
017498	01996	NIPSCO	2810.23	23 DEC 98	DEMOTTE UTILITIES,11/16-12/1 WHEATFIELD UTILITIES,11/12-1
017499	01997	SPRINT	162.89	23 DEC 98	LOCAL PHONES-WHEATFIELD DEC
017500	01998	SPRINT	264.00	23 DEC 98	T1 LINE INSTALLATION-RENS.LI

--TOTAL AMOUNT OF CLAIMS-- 1185147.14

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 5 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 1185147.14. Dated 11 JAN 99.

_____	_____
_____	_____
_____	_____
_____	_____

REGISTER OF CLAIMS

----- JASPER COUNTY PUBLIC LIBRARY -----

208 W. SUSAN STREET

RENSSELAER, IN 47978-2447

31 Dec 98

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
COR. ENTR	02047	INDIANA STATE LIBRARY	22.00	31 DEC 98	PLAC-3rd QUARTER 1998
COR.ENTRY	02046	INDIANA STATE LIBRARY	-22.00	31 DEC 98	WRONG FUND ENTERED, A/P #015
--TOTAL AMOUNT OF CLAIMS--			.00		

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 1 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of .00. Dated 11 JAN 99.

_____	_____
_____	_____
_____	_____
_____	_____

**Receipt Breakdown
December 31, 1998**

F5

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
FINES & FEES.....			\$2,280.96	\$26,379.45
DeMotte	\$906.07			
Rensselaer	\$906.07	\$10,179.89		
Wheatfield	\$758.78	\$10,534.55		
	\$616.11	\$5,665.01		
PHOTOCOPIES.....			\$415.96	\$7,012.59
DeMotte	\$187.30	\$2,763.28		
Rensselaer	\$169.96	\$3,225.47		
Wheatfield	\$58.70	\$1,023.84		
CARDS.....			\$60.00	\$881.00
DeMotte	\$12.00	\$247.00		
Rensselaer	\$34.00	\$468.00		
Wheatfield	\$14.00	\$166.00		
COMPUTER DISKS.....			\$2.10	\$20.40
INTEREST.....			\$7,042.90	\$21,964.65
TAXES.....			\$55,591.47	\$1,094,881.92
Property Tax	\$13,057.01	\$623,216.99		
Financial Institution Tax	\$700.86	\$1,401.72		
License Excise Tax	\$41,833.60			
	\$41,833.60	\$76,654.21		
Local Option/Certified Shares	\$0.00	\$349,420.00		
Local Option/Property Tax Rep	\$0.00	\$41,413.00		
State Distribution	\$0.00	\$2,776.00		
REFUNDS.....			\$194.00	\$2,810.90
Program Fee	\$0.00	\$20.00		
Postage	\$0.00	\$10.43		
Utility-Telephones	\$0.00	\$3.05		
1997 Polk's Magazine Subscrip	\$0.00	\$283.96		
overpayment-Sch. Specialty	\$0.00	\$29.90		
AEC One Stop-returned cd	\$0.00	\$8.49		
Meeting reservations cancelled	\$0.00	\$259.18		
Reimbursement-INCOLSA Wo	\$0.00	\$23.71		
Office Supply reimbursement	\$0.00	\$21.89		
Insurance Claim	\$194.00	\$2,045.24		
Hotel Accommodation partial re	\$0.00	\$16.50		
Refund-Federal Reserve Bullet	\$0.00	\$35.00		
Rebate-Quill Office Supplies	\$0.00	\$53.55		
TOTAL OPERATING FUND RECEIPTS.....			\$65,587.39	\$1,153,950.91
PLAC FUND.....			\$66.00	\$154.00
GIFT FUNDS.....			\$459.25	\$4,906.05
DeMotte	\$160.00	\$555.00		
Rensselaer	\$0.00	\$3,549.99		
Wheatfield	\$299.25	\$801.06		
BOND & INTEREST REDEMPTION FUND.....			\$34,871.30	\$440,068.41
Property Tax	\$8,190.37	\$391,104.56		
Financial Institution Tax	\$439.64	\$879.28		
License Excise Tax	\$26,241.29	\$48,083.46		
Close out-Construction Accour	\$0.00	\$1.11		
HOST/HOSPITALITY FUND.....			\$0.00	\$4,685.54
LIBRARY IMPROVEMENT FUND (Includes Oper.Fund Transfer (\$25000)).....			\$25,118.98	\$26,518.06
ORAL HISTORY GRANT FUND.....			\$0.00	\$0.00
LEVY EXCESS FUND.....			\$0.00	\$0.00
RECIPROCAL BORROWING.....			\$0.00	\$0.00
TELLITE FUND.....			\$0.00	\$0.00
STATE TECHNOLOGY GRANT FUND.....			\$0.00	\$0.00
STATE TECHNOLOGY GRANT 1997.....			\$0.00	\$0.00
CONSTRUCTION FUND.....			\$0.00	\$17.92
WITHHOLDING ACCOUNT FUNDS.....			\$0.00	\$0.00
TOTAL RECEIPTS - ALL FUNDS.....			\$126,102.92	\$1,630,300.89

Registry Claims
Jasper County Public Library
Report Date: From 1/1/99 To 1/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	3009	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,974.68	1/11/99	FICA & FED TAX WITHHELD 1/8/99 REFERENCE #51472049
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,659.81		
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,974.68		
			Total this claim		\$6,609.17		
0	3007	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,794.00	1/8/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,128.95		
			OPERATING FUND	WAGES OF JANITORS	\$1,474.29		
			Total this claim		\$26,397.24		
0	3008	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,533.22	1/20/99	STATE & COUNTY TAX WITHHELD-D #83743, VERIFICATION CODE #37 1/8/
			CO TAX COLLECTED	SALARIES AND WAGES	\$457.71		
			Total this claim		\$1,990.93		
17501	3001	ALA	OPERATING FUND	PROFESSIONAL MEETINGS	\$495.00	1/11/99	PLA Spring Symposium, 3/26-27, Daugh
			Total this claim		\$495.00		
17511	3003	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$931.56	1/11/99	WITHHELD FROM PAYROLL 1/8/99 D KOPANDA, SCHULENBERG, FAGEN, STRINGFELLOW, WOODS.
			Total this claim		\$931.56		
17515	3005	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$43.12	1/11/99	SEWER SERVICE NOV '98;DEM.
			Total this claim		\$43.12		
17516	3006	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	1/11/99	SEWER SERVICE JAN '99-WH
			Total this claim		\$41.05		
17517	3004	SPRINT	OPERATING FUND	TELEPHONE	\$11.33	1/11/99	DEC '98 LONG DISTANCE PHONES;D
			OPERATING FUND	TELEPHONE	\$69.90		
			OPERATING FUND	TELEPHONE	\$34.57		
			Total this claim		\$115.80		
17518	3010	A & S PLUMBING & HEATING	OPERATING FUND	BUILDING & STRUCTURES	\$226.31	1/11/99	Repairs to broken water pipes-DeM.
			Total this claim		\$226.31		
17519	3011	ACE HARDWARE	OPERATING FUND	OTHER OPERATING SUPPLIE	\$35.53	1/11/99	MacLite & batteries-Wheatfield
			Total this claim		\$35.53		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17520	3012	ARLINGTON/ROE	OPERATING FUND	OTHER INSURANCE	\$1,259.00	1/11/99	Director's & Officers Liability/Crime Ins.
				Total this claim	<u>\$1,259.00</u>		
17521	3013	AVC CORPORATION	OPERATING FUND	SERVICE CONTRACTS	\$99.00	1/11/99	January Serv. Agreement
			OPERATING FUND	FURNITURE & EQUIPMENT	\$2,000.00		
				Total this claim	<u>\$2,099.00</u>		
17522	3014	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$2,928.49	1/11/99	Books/Gift Fund Books & Title Source
			OPERATING FUND	BOOKS	\$822.13		
			OPERATING FUND	BOOKS	\$1,558.55		
			OPERATING FUND	BOOKS	\$728.83		
			OPERATING FUND	BOOKS	\$336.26		
			OPERATING FUND	BOOKS	\$178.11		
			OPERATING FUND	BOOKS	\$22.12		
			OPERATING FUND	BOOKS	\$98.34		
			OPERATING FUND	NONPRINTED MATERIALS	\$1,650.00		
			DEMOTTE GIFT FUND	BOOKS	\$106.07		
			RENSSELAER GIFT FU	BOOKS	\$36.55		
				Total this claim	<u>\$8,465.45</u>		
17523	3015	BROWN'S GARDEN SHOPPE	OPERATING FUND	BUILDING & STRUCTURES	\$483.00	1/11/99	1998 Landscape Mtnc, Leaf Removal, Rens.
				Total this claim	<u>\$483.00</u>		
17524	3016	CAMPBELL PRINTING COMPA	OPERATING FUND	STATIONERY AND PRINTING	\$87.85	1/11/99	Business Cards
				Total this claim	<u>\$87.85</u>		
17525	3017	CROSSWIND SERVICES, INC.	OPERATING FUND	FURNITURE & EQUIPMENT	\$130.00	1/11/99	PC Anywhere32 v8.0 (Financial Comp)
				Total this claim	<u>\$130.00</u>		
17526	3018	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	1/11/99	Water & Water Cooler Rental Jan '
			OPERATING FUND	WATER	\$34.65		
				Total this claim	<u>\$44.60</u>		
17527	3019	DAVID A. WARRAN	OPERATING FUND	BUILDING & STRUCTURES	\$230.00	1/11/99	Snow removal, 12/22/98-1/7/99;Ren
				Total this claim	<u>\$230.00</u>		
17528	3020	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$17.96	1/11/99	Books
			OPERATING FUND	BOOKS	\$17.96		
			OPERATING FUND	BOOKS	\$15.95		
			OPERATING FUND	BOOKS	\$3.77		
				Total this claim	<u>\$55.64</u>		

<i>Warra. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17529	3021	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$14.40	1/11/99	Mileage
				Total this claim	<u>\$14.40</u>		
17530	3022	FACTS ON FILE NEWS SERVI	OPERATING FUND	PERIODICALS & NEWSPAPER	\$365.00	1/11/99	FOF CD-Rom to 2/99;R,D, W
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$365.00		Issues/Controversies to 12/99;R,D
			OPERATING FUND	NONPRINTED MATERIALS	\$796.00		
			OPERATING FUND	NONPRINTED MATERIALS	\$796.00		
			OPERATING FUND	NONPRINTED MATERIALS	\$796.00		
			OPERATING FUND	NONPRINTED MATERIALS	\$45.00		
				Total this claim	<u>\$3,163.00</u>		
17531	3023	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$20.14	1/11/99	Mileage & Expenses (Bkkipg Wrkshp)
				Total this claim	<u>\$20.14</u>		
17532	3024	GALE RESEARCH INC.	OPERATING FUND	BOOKS	\$137.75	1/11/99	Books
			OPERATING FUND	BOOKS	\$1,537.60		
			OPERATING FUND	BOOKS	\$66.10		
			OPERATING FUND	BOOKS	\$197.60		
				Total this claim	<u>\$1,939.05</u>		
17533	3025	GLOBAL COMPUTER SUPPLIE	OPERATING FUND	FURNITURE & EQUIPMENT	\$17.21	1/11/99	Cabling
				Total this claim	<u>\$17.21</u>		
17534	3026	HAMSTRA BUILDERS, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$462.39	1/11/99	Repair Roof Leak, Flag Pole Light & Out
				Total this claim	<u>\$462.39</u>		
17535	3027	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$229.10	1/11/99	Stain Remover, Hand Soap, Deodorizer,
				Total this claim	<u>\$229.10</u>		
17536	3028	Hyatt Regency Crystal City Hotel	OPERATING FUND	PROFESSIONAL MEETINGS	\$457.66	1/11/99	S.Maxwell, 3/6,3/7,3/8,3/9/99, Confirmat
				Total this claim	<u>\$457.66</u>		
17537	3029	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$179.00	1/11/99	Business Info/Internet-M.Bradley,3/2;
			OPERATING FUND	NONPRINTED MATERIALS	\$5,640.61		Intermediate HTML-A.Whited,3/18; Co S.Maxwell, 3/7-3/10
				Total this claim	<u>\$5,819.61</u>		
17538	3030	INDIANA DEPT.OF WORKFOR	OPERATING FUND	UNEMPLOYMENT COMPENSA	\$75.17	1/11/99	Qtly Payment Unemployment Comp.
				Total this claim	<u>\$75.17</u>		
17539	3031	INDIANA LIBRARY FEDERATIO	OPERATING FUND	PROFESSIONAL MEETINGS	\$1,238.63	1/11/99	ILF Trustee Membership-1999
				Total this claim	<u>\$1,238.63</u>		
17540	3032	INDIANA STATE LIBRARY	PUBLIC LIBRARY ACC	LIBRARY SUPPLIES	\$110.00	1/11/99	4th Qtr. Plac Cards
				Total this claim	<u>\$110.00</u>		

<i>Warr. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17541	3033	INDIANA UNIVERSITY PRESS	RENSSELAER GIFT FU	BOOKS	\$114.00	1/11/99	Gift Fund Books
Total this claim					<u>\$114.00</u>		
17542	3034	INGRAM	OPERATING FUND	BOOKS	\$5.38	1/11/99	Books
			OPERATING FUND	BOOKS	\$23.40		
			OPERATING FUND	BOOKS	\$10.45		
			OPERATING FUND	BOOKS	\$10.47		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$3.46		
Total this claim					<u>\$63.32</u>		
17543	3035	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$17.58	1/11/99	Books per attached
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	BOOKS	\$4.50		
Total this claim					<u>\$26.87</u>		
17544	3036	JILL TACHTIRIS	OPERATING FUND	TRAVELING EXPENSE	\$27.00	1/11/99	Mileage-Ref. Counterparts Mtg-12/8
Total this claim					<u>\$27.00</u>		
17545	3037	JOHN HESTERMAN	OPERATING FUND	BUILDING & STRUCTURES	\$30.00	1/11/99	Snow Removal-Wheatfield
Total this claim					<u>\$30.00</u>		
17546	3038	LAWN CARE CONSULTANTS	OPERATING FUND	BUILDING & STRUCTURES	\$137.00	1/11/99	As Per Attached Invoices
Total this claim					<u>\$137.00</u>		
17547	3039	LEANNE YORK	OPERATING FUND	BUILDING & STRUCTURES	\$12.00	1/11/99	Water Testing-DeMotte Lib.
Total this claim					<u>\$12.00</u>		
17548	3040	LIBRARY OF CONGRESS	OPERATING FUND	BOOKS	\$60.00	1/11/99	Floating Subdivisions,Cat. Serv. Bulletin
Total this claim					<u>\$60.00</u>		
17549	3041	MARKS HOME IMPROVEMENT	OPERATING FUND	BUILDING & STRUCTURES	\$510.00	1/11/99	DeM Snow Removal, 12/23/98-1/3/99 &
			OPERATING FUND	BUILDING & STRUCTURES	\$50.00		
Total this claim					<u>\$560.00</u>		
17550	3042	MARTZ PLUMBING & HEATING	OPERATING FUND	BUILDING & STRUCTURES	\$628.20	1/11/99	Burst Pipe Repairs & Hot water heater R Rens.Lib.1/5 & 1/7/99
Total this claim					<u>\$628.20</u>		
17551	3043	MICHELLE HEEKE BRADLEY	OPERATING FUND	TRAVELING EXPENSE	\$13.20	1/11/99	Mileage
Total this claim					<u>\$13.20</u>		

<i>Warra Numbe.</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17552	3044	MICHIGAN CITY PUBLIC LIBRA	OPERATING FUND	PROFESSIONAL MEETINGS	\$63.00	1/11/99	NILBA DINNER, 1/27/99
				Total this claim	\$63.00		
17553	3045	NATIONAL GEOGRAPHIC SOC	OPERATING FUND	BOOKS	\$10.95	1/11/99	Book-South West, edition
			OPERATING FUND	BOOKS	\$2.95		
				Total this claim	\$13.90		
17554	3046	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$145.09	1/11/99	Telephone-January-DeMotte
				Total this claim	\$145.09		
17555	3047	OOMS DISPOSAL SERVICE IN	OPERATING FUND	WASTE DISPOSAL SERVICES	\$47.00	1/11/99	Jan-Feb-Mar 1999 trash service-DeM
				Total this claim	\$47.00		
17556	3048	PALMER HOUSE HILTON	OPERATING FUND	PROFESSIONAL MEETINGS	\$171.00	1/11/99	PLA Convention, Daugherty, Bradley, K #290309357
				Total this claim	\$171.00		
17557	3049	PATTY STRINGFELLOW	OPERATING FUND	TRAVELING EXPENSE	\$13.20	1/11/99	Mileage
				Total this claim	\$13.20		
17558	3050	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$40.00	1/11/99	Door sealant repairs, changed bulbs, De Wheatfield Lib.
			OPERATING FUND	BUILDING & STRUCTURES	\$45.00		
				Total this claim	\$85.00		
17559	3051	PRECISION CONTROL SYSTE	OPERATING FUND	MAINTENANCE CONTRACTS	\$1,115.00	1/11/99	Qtl. Mtnce: Dec-Feb
				Total this claim	\$1,115.00		
17560	3052	PUBLIC EMPLOYEES' RETIRE	OPERATING FUND	EMPLOYER'S CONTRIB.- PER	\$5,906.46	1/11/99	4th Qtr. Payment 1998
		P.E.R.F.		SALARIES AND WAGES	\$3,543.91		
				Total this claim	\$9,450.37		
17561	3053	RAND MCNALLY & COMPANY	OPERATING FUND	BOOKS	\$295.00	1/11/99	1999 Commercial Atlas & MG
			OPERATING FUND	BOOKS	\$4.54		
				Total this claim	\$299.54		
17562	3054	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	1/11/99	Standing Order Books-PO #3371
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$4.15		
				Total this claim	\$40.11		
17563	3055	RENS./REMINGTON CHAMBER	RENSSELAER GIFT FU EQUIPMENT		\$40.00	1/11/99	1/23 Booth Rental-St.Joseph Coll.Day
				Total this claim	\$40.00		

<i>War Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17564	3056	RENSSELAER REPUBLICAN	OPERATING FUND	PERIODICALS & NEWSPAPER	\$107.00	1/11/99	Annual Newspaper Subsc.-D&Wh
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$106.25		
				Total this claim	\$213.25		
17565	3057	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$624.64	1/11/99	Transport Service 12/4,12/11, 12/25, 1/1
				Total this claim	\$624.64		
17566	3058	SIMON & SCHUSTER SCHOOL	OPERATING FUND	BOOKS	\$26.06	1/11/99	Books
			OPERATING FUND	BOOKS	\$3.57		
				Total this claim	\$29.63		
17567	3059	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$168.00	1/11/99	Air Travel-Computers In Lib.,3/6-3/10
				Total this claim	\$168.00		
17568	3060	SIMPLEX TIME RECORDER C	OPERATING FUND	MAINTENANCE CONTRACTS	\$2,529.00	1/11/99	Annual Mtnc Contract-DeM,Ren,Wh.
				Total this claim	\$2,529.00		
17569	3061	SMITH TRUE VALUE FARM ST	OPERATING FUND	BUILDING MATERIALS & SUPP	\$14.99	1/11/99	Wet/Dry Vacuum, Plastic Sheeting
			OPERATING FUND	FURNITURE & EQUIPMENT	\$79.99		
				Total this claim	\$94.98		
17570	3062	SPRINT	OPERATING FUND	TELEPHONE	\$496.54	1/11/99	Local Service-January 1999-Rens.
			OPERATING FUND	NETWORKING	\$787.40		
				Total this claim	\$1,283.94		
17571	3063	STANDARD & POOR'S CORP.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$630.00	1/11/99	Industrial Surveys-Compl. Design Lib.
				Total this claim	\$630.00		
17572	3064	THINK TANK INFORMATION S	OPERATING FUND	FURNITURE & EQUIPMENT	\$3,831.55	1/11/99	NEC LaserPrinter, Cartridges, Etherlink,
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$202.89		Lic., Compaq Laptop & cs
				Total this claim	\$4,034.44		
17573	3065	THE TIMES - EASTLAKE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$195.00	1/11/99	Annual Subscription-DeM.
				Total this claim	\$195.00		
17574	3066	TYSEN'S COUNTRY GROCER	OPERATING FUND	CLEANING & SANITATION SUP	\$96.51	1/11/99	Janitorial Supplies
				Total this claim	\$96.51		
17575	3067	WAL-MART STORES, INC.	OPERATING FUND	CLEANING & SANITATION SUP	\$23.04	1/11/99	Works TB Cleaner
				Total this claim	\$23.04		
17576	3068	WORLD BOOK EDUCATIONAL	OPERATING FUND	BOOKS	\$699.00	1/11/99	WB Encyclopedia 1999
			OPERATING FUND	BOOKS	\$699.00		
			OPERATING FUND	BOOKS	\$699.00		
				Total this claim	\$2,097.00		

Warra Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$88,460.84

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, January 11, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 7 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$88,460.84

Date this _____ day of _____, 19____.

_____	_____	_____
_____	_____	_____
_____	_____	_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/98.

FEB.

AGENDA

**Jasper County Public Library Board of Trustees Monthly Meeting
Monday, February 8, 1999, 7:00 PM
Rensselaer Library**

Purpose

Opening of meeting

Moment of silence

Public Hearing: Capital Projects Fund (R 23)

General Board Meeting

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of January 11 meeting (R 1 - R 2)
- B. Bills/Financial Reports (F)
- C. Wheatfield Cash/Change Fund increase (R 23)
- D. Workshop approval (R 24)
- E. Approval of policy revisions(R9-R17)

General Business

- A. Building heating/air conditioning problems (R 23)) Discussion
Report from Bob Jackson, Precision Control Systems
- B. Rensselaer Library Annual Report Information
Michelle Bradley, Jackie Saxon
- C. DeMotte Sidewalk Proposal (R 19) Action
- D. Internet Accessibility on CD ROM/Online Workstations (R 21) Action
- E. Board Development: Reading financial reports (R 23) Discussion
Gail Jung
- F. Capital Projects Fund Plan (R 23) Action

Director's Report (R 23-R 27)

Discussion

Items for future Agendas

Public Forum

Adjournment

Minutes January 11, 1999
Meeting of the Jasper County Public Library Board
Rensselaer Library
7:00 PM

Present: Anne-Marie Egan, Roger Walstra, Lynn Daugherty, Joan Floyd, Mark Heinig, Sue Deardorff, Don Abel. **Absent:** Jim Staton.

Agenda & Consent Agenda: The Circulation CD-ROM Policy was removed from the Consent Agenda and placed under General Business items. M. Heinig moved, seconded by A-M Egan to approve the Agenda and Consent Agenda items including the December 14th and 29th Minutes, December Bills/Financial Reports, Annual Salary Ordinance, and Workshop attendance at the Computers In Libraries and 1999 PLA Conferences. Motion passed.

System Administrator's Annual Report: S. Maxwell gave a glowing report on the achievements the library has made during 1998. Six Compaq and three Internet pcs and one laptop w/WIN98 were added, a pager purchased, and a new computer for the Indiana Room at DeMotte was given by the Friends Group. She upgraded all pcs to WIN95; got INSPIRE database access; setup staff e-mail, shared files, and home directories; installed Office 97 and Works on all patron word processing computers; performed Y2K evaluations; had a T-1 Internet line installed; and trained S. Filson to assist in troubleshooting. Universal Service Funding applications were made. She negotiated prices for networking CD-ROMs and web databases, configured anti-virus software, metering software (for licensing control and database statistics), assisted setting up the collection agency database on Galaxy, pulled us through a computer crash at Rensselaer, and did extensive troubleshooting on PC, printer, and server problems. In 1999 plans are to fix any Y2K glitches, apply for USF for 7/99-6/00, put OBIT databases on homepage, have more wiring installed for computer terminals, install Firewall software, upgrade to Netware 5, and implement disaster recovery for all the file servers.

Technical Services' Annual Report: J. Evers, our new Technical Services Librarian, commended her staff on keeping the department going in the absence of a full time T.S. librarian. They were also able to catalogue 250-300 items on backlog and are completely current on processing materials. The T.S. Department agenda for 1999 include cataloguing projects, standardizing labels, database management, updates to Galaxy, prep work for migrating to possible new automated system, getting a handle on continuation orders, and updating T.S. policies and procedures. The board commended both departments for their excellent work and top-notch personnel.

Circulating CD-ROM Policy: On a motion by D. Abel, seconded by M. Heinig, the board approved the policy as presented with the exception that CD-ROMs may be reserved but not renewed.

Board Development: Another budget workshop with Dave Hurst will be set up for a morning session this summer. The board wishes to continue the 5-10 minute sessions on library services each meeting, receive further training on board roles vs. director responsibilities, get patron feedback to assist with long-range planning, and listen to Dan Cain tapes.

R. Walstra will share a copy of Public Libraries magazine with S. Deardorff and J. Floyd, and J. Staton and D. Abel will send their copies to the Rens. Library to be forwarded to A-M Egan and M. Heinig. Board members have received a copy of Indiana Libraries (Vol. 17, No. 1 1998) that contains very good articles on board development/planning. A copy will be sent to M. Heinig.

1999 Budget Revisions: The director proposed an unofficial reduction of line items in certain Operating Fund appropriations in order for the library to stay in line with receipts. The board was not opposed to this action.

Capital Projects Fund: J. Staton relayed a message that we might be eligible for a Community Focus Grant through KIRPC (Chris Larsen) to fund the Wheatfield building project. On a motion by A-M Egan, seconded by J. Floyd, the library board adopted the Capital Projects Fund Plan for Years 2000-2002, as presented.

As the legal advertisement goes to press, board members will contact the county commissioners and councilmen to apprise them of this action. A list of the reasons and purpose of our CPF will be provided to board members by L. Daugherty.

Director's Report: L. Daugherty reported on the accomplishments of the library board, which has experienced turnover of 4 board members during 1998. The board hosted the NILBA dinner with a Intellectual Freedom theme; one board member attended the PLA conference in KC; in-house board training included a budget workshop and a workshop with Dan Cain. Board members also participated in the Wheatfield Building Task Force.

The board has approved a Technology Plan; approved employee group insurance, Cobra coverage, and a Section #125 Premium Cafeteria Plan; adopted an FMLA Policy; allowed an employee to seek her MLS by giving her Fridays off for classes; and contracted with a collection agency, to name a few.

Staff has marketed the library at festivals/fairs; provided patron access and training on the Internet; started a volunteer program at the Rensselaer Library; participated in 45 continuing education workshops and in-house staff development, and began a Book Discussion Group. A new Staff Handbook was written.

Library circulation increased only .4%; however, other patron use of the library was up 12%. Registered borrowers increased 2,135 this year.

Patron Complaint: In December, a request to reconsider removal of children's book, Daddy's Roommate, was made. The letter sent to the complainant by the staff committee reviewing the complaint was made available to board members.

1999 Committee Appointments: Board President Walstra presented a list of committee appointments. They are *Budget*: A-M Egan (chair), D. Abel, R. Walstra; *Evaluation*: M. Heinig (chair), S. Deardorff, J. Staton; *Bylaws/Policy Review*: J. Staton (chair), J. Floyd, A-M Egan; *Nominating*: R. Walstra (chair), M. Heinig, J. Floyd.

Director & Officers Public Liability Insurance: We have cancelled our present policy with Acordia of Indiana as of January 6, 1999, in order to purchase an identical policy but with no deductible and a \$2,000,000 maximum, with Arlington/Roe, c/o D.B. Englehart & Associates of Indianapolis at half the premium cost.

With no other business to discuss, the meeting adjourned on a motion by A-M Egan, seconded by S. Deardorff, at 8:32 PM. The meeting of the Board of Finance followed.

BOARD OF FINANCE MEETING

Election of Officers: On a motion by J. Floyd, seconded by A-M Egan, the 1999 JCPL board officers were elected to hold their same positions on the Board Of Finance.

Designation of Newspapers: The board designated the Rensselaer Republican and KV Post Newspapers to receive our public notices (legal advertisements) for 1999 on a motion by M. Heinig, seconded by A-M Egan. Motion passed.

Financial Report: L. Daugherty presented a 1998 financial summary. Certificate of Deposits generated \$15,317; operating expenditures equalled 89.5% of Operating Fund appropriations; and the year ended with an Operating Fund balance of \$380,514.80 which will give us four months cash flow until 1999 CAGIT money comes at the beginning of May. There were no 1998 encumbrances since we disbursed more than we had in 1998 receipts. The board accepted her report.

Bond Payment: The signed check for the bond payment due January 1, 1999, inadvertently was not mailed. Since we could not be assured it would be received by the deadline, an emergency wire transfer on December 31st was necessitated to get the bond payment deposited by the morning of January 4, 1999.

Accounting Practices: Approval was granted on a motion by D. Abel, seconded by M. Heinig, to adopt the accounting practices for 1998 as presented, with the exception that travel be compensated at the IRS approved rate for 1999. Motion was unanimous. The present IRS mileage rate is \$.325 through 3/31/99 and \$.31 for the balance of the year.

With no further business the meeting was adjourned at 8:45 PM on a motion by A-M Egan, seconded by S Deardorff.


Attest: Don Abel, Secretary


Roger Walstra, President

CIRCULATION STATISTICS

[illegible]

PERCENT INCREASE/DECREASE	-16.8%	-15.5%	-19.4%
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END OF MONTH: DEMOTTE RENSSELAER WHEATFIELD

Total Materials Owned	43345	54480	25778
Total Titles Owned	38569	49888	24525
Daily Avg Circulation	379	377	170

MONTHLY SYSTEM STATISTICS	1998	1999	% change
Circulation	25578	21283	-17%
Jan. to date circulation	25578	21283	-17%

WHEATFIELD COLLECTION

MONTH
END

VOLUMES	TITLES
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
13	13
14	14
15	15
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98	98
99	99
100	100

ADULT BOOKS

7602	7895	7603	7897	Fiction
7152	5775	7146	5775	Nonfiction

CHILDREN'S BKS

5864	5856	5863	5855	Fiction
3142	3195	3130	3183	Nonfiction

0 0 MAGAZINES, ADLT
0 0 MAGAZINES, CH

3 3 3 3 GRAPHIC MAT'L

0 0 0 0 0 0 0 0 0 0 MICROFORMS

1158	1026	1158	1026	2300	1735	2300	1735	1219	1117	1219	1117	SOUND REC.,ADULT
178	177	178	177	177	174	177	174	26	24	26	24	SOUND REC., CH
19	15	19	15	34	28	34	28	12	14	12	14	CD ROM SOFTWARE
4	2	4	2	46	23	46	23	112	57	110	55	SOFTWARE

1002	956	1002	956	1294	1243	1301	1250	754	688	749	685	VHS	.
1	1	1	1	1	1	1	1	0	0	0	0	EQUIPMENT	

43171	38450	43345	38569	54156	49610	54480	49888	25886	24624	25861	24608	TOTAL
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XXX

CIRCULATION BY ITEM FINE CODE
January 1999

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
000 (0)	66	38	24	128
100 (1)	61	59	27	147
200 (2)	48	46	24	118
300 (3)	251	184	101	536
400 (4)	5	11	0	16
500 (5)	47	39	18	104
600 (6)	566	350	198	1114
700 (7)	319	203	83	605
800 (8)	28	39	15	82
900 (9)	136	124	65	325
B (10)	74	94	31	199
j000 (11)	15	11	0	26
j100 (12)	2	19	4	25
j200 (13)	9	14	5	28
j300 (14)	75	74	23	172
j400 (15)	7	4	4	15
j500 (16)	129	154	66	349
j600 (17)	120	115	30	265
j700 (18)	145	117	67	329
j800 (19)	31	3	11	45
j900 (20)	66	109	41	216
jB (21)	30	90	44	164
FIC (22)	1482	1737	578	3797
yaFIC (23)	37	61	19	117
LARGE PRINT (24)	100	57	28	185
jFIC (25)	205	360	133	698
jE (26)	1348	1198	661	3207
jER (27)	506	174	158	838
Magazines (28)	970	320	202	1492
Games/Toys (29)	0	23	0	23
Filmstrips (30)	0	0	0	0
Microforms (31)	0	0	0	0
Cassettes (32)	94	197	73	364
jCassettes (33)	40	76	20	136
Compact Discs (34)	146	199	146	491
jCompact Discs (35)	2	1	3	6
Sound Recordings (36)	6	50	6	62
jSound Recordings (37)	5	14	3	22
CD ROM Software (38)	34	32	25	91
Vertical File (39)	178	201	0	379
Equipment (40)	0	1	0	1
yapFIC (41)	101	73	91	265
jpFIC (42)	278	244	75	597
Reference (43)	30	32	3	65
Genealogy (44)	0	0	0	0
jMagazines (45)	53	17	22	92
VHS (46)	441	1224	549	2214
Computer software (47)	0	0	0	0
Internet usage (49)	125	280	95	500
Free reads	301	201	125	627
Puzzles			6	6
Talking books				0
Assignment shelf books				0
TOTAL	8712	8669	3902	21283

R4

CIRCULATION BY PATRON CODE

January 1999

DEMOTTE RENSSELAER WHEATFIELD ALL LIBRARIES

PATRONS

	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total
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Adult Male (0)	966	11.7%	1114	13.5%	523	13.9%	2603	12.9%
Adult Female (1)	5145	62.5%	4635	56.2%	2313	61.4%	12093	59.7%
Juvenile 0-11 (2)	1094	13.3%	1227	14.9%	451	12.0%	2772	13.7%
YA 12-17 (3)	276	3.4%	280	3.4%	73	1.9%	629	3.1%
Nonresident No Fee (4)	58	0.7%	224	2.7%	20	0.5%	302	1.5%
Board/Staff (5)	226	2.7%	452	5.5%	302	8.0%	980	4.8%
School (6)	0	0.0%	19	0.2%	13	0.3%	32	0.2%
St. Joseph College (7)	0	0.0%	40	0.5%	0	0.0%	40	0.2%
State Library Card (8)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Nonresident Fee (9)	0	0.0%	73	0.9%	0	0.0%	73	0.4%
Corporate (10)	0	0.0%	26	0.3%	69	1.8%	95	0.5%
Reciprocal (11)	464	5.6%	161	2.0%	4	0.1%	629	3.1%

Total	8229		8251		3768		20248	
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Total items borrowed by nonresidents	522	6.3%	517	6.3%	37	1.0%	1076	5.3%
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REGISTRATIONS

Borrowers--Start of month:	7347	7554	2986	17887
Borrowers--End of month:	6380	6629	2608	15617

Non-resident, paying	4	17	0	21
PLAC card users	0	1	0	1
Reciprocal borrowers	211	126	10	347

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

January 1999

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	101	22	71	15	160	35	332	72
LOCAL HISTORY								
In person	3	1	11	3	0	0	14	4
Letters written	0	0	7	7	0	0	7	7
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	14	1	26	2	29	2	69	6
VCR Use	0	0	1	0	1	0	2	0
Microforms	0	0	61	8	0	0	61	8
CD ROM software used	51	4	60	5	1	0	112	9
Public use of FAX service	7	1	23	4	23	4	53	9
Typewriter use	2	0	2	0	2	0	6	0
Other equipment used	0	0	0	0	0	0	0	0
Dial-in OPAC access							<u>118</u>	
OTHER LIBRARY SERVICES USED								
Walking book visits	0	0	7	5	0	0	7	5
Notarized documents	1	0	3	1	2	1	6	2
Meeting Room Use (number of groups)	49	16	32	11	24	8	105	35
Study room use	12	1	4	0	0	0	16	1
INTERLIBRARY LOANS								
Requests made for:	42	11	35	9	6	2	83	21
Items rec'd for:	29	15	29	15	3	2	61	31
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0
PROGRAMS								
Programs for all ages		0		0		0	0	0
Children's Programs (0-13)	2	12	2	12	5	30	9	54
Number attending	34		36		32		102	
YA Programs (14-17)	2	12		0		0	2	12
Number attending	63						63	
Adult Programs	1	6	9	54	2	12	12	72
Number attending	20		18		3		41	

R 6

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
Senior Citizen Programs	0		0		0		0	0
Number attending	2		3				5	
TOTAL NO. OF PROGRAMS	5	30	11	66	7	42	23	138
TOTAL PERSONS ATTENDING	119		57		35		211	
TOTAL STAFF HOURS SPENT	102		151		95			347
HOURS SPENT same month last yr.	78		54		60			192

MEMORANDUM

Internet Acceptable Use Policy
Circulation Policy
Public Purchase Policy
Library Employees Code of Ethics

Summary: The Policy Committee recommends changes in the policies as noted in the boxed areas on pages R 9-R 17.

Discussion: Changes to the Internet Acceptable Use Policy (R 9-10) are mainly for clarity.

In the Circulation Policy (R 11-14), the change in the annual fee for nonresidents reflects an increase in the cost per capita for Jasper County taxpayers and is required by state law. The change in reserves on circulating CD-ROMs reflects a change approved by the board recently to the Circulating CD-ROM policy. Separate pricing for replacement cost to be charged patrons for lost or damaged leased materials reflects the actual cost charged to the library by the leasing company.

A provision was added to the Public Purchase Policy (R 15-16) requiring us to consider whether materials were manufactured in the U.S. when making large purchases. This provision is required by law.

One sentence was rephrased in the Library Employees Code of Ethics (R 17), with no change in meaning. The second change removes a requirement which we cannot legally demand. It is replaced with wording which achieves the purpose we wanted (all working toward the same goal) without infringing on personal free speech.

Vote: To approve the policy changes as recommended by the Policy Committee.

K9

Jasper County Public Library Internet Acceptable Use Policy Agreement

The Internet is a network of networks, changing constantly, making a wealth of information available to users. The Jasper County Public Library (JCPL) Internet access is offered to give free, open and equal access to ideas and information.

Change above sentence to read: The Jasper County Public Library (JCPL) offers free, open and equal access to ideas and information through the Internet.

JCPL has the right to set and enforce rules and regulations concerning the use of the Internet access and to change those rules at any time, without notice.

Delete word "access" in above sentence.

The user agrees to abide by the following agreements and statements:

1. Because the Internet provides access to networks around the world, users (and parents of users, if user is under 18 years of age) specifically understand that JCPL has no control over the content of information residing on the Internet. The Library specifically denies any responsibility for the accuracy or quality of information obtained through its service.

Minor children (under age 18) must have parental permission to use Internet workstations. Parents of minors should be aware of the existence of material which they might consider inappropriate for their children and should monitor usage of the system.

2. JCPL makes no warranties, expressed or implied, for the service it is providing. The Library will not be responsible for any damages suffered, including lost data, information or income.
3. JCPL's public Internet workstations may not be used to access newsgroups, BBs's, or chatrooms. Mail preferences on public Internet workstations may not be changed in order to access e-mail. E-mail that does not require these changes is allowable.
4. Users must refrain from inappropriate Internet conduct. Examples of inappropriate conduct include but are not limited to:
 - use of the Internet to violate any local, state or federal statute
 - use of the network to send, receive or display text or graphics that may be reasonably construed as obscene or offensive to passersby who view the screen.
 - use of the network for solicitation, advertisement, or for any other commercial purposes.

- engaging in harassing behavior such as sending or posting slanderous, libelous, or threatening messages
 - other activities that could interfere with or disrupt network users, services, or equipment
5. Because the library is a public place, staff has the authority to end an Internet session when inappropriate material displays on the screen.
 6. Internet access rights may be suspended or revoked by the JCPL staff at any time, without prior notice or hearing, for abusive conduct or violation of the conditions of use set forth in this document. JCPL will be the sole arbiter of what constitutes abusive conduct or violation of the JCPL Acceptable Use Policy.
 7. All communications and information accessible via the network should be assumed to be private property. Copyright restrictions may not be violated.
 8. The Library reserves the right to limit the amount of time users may spend online.
 9. Users of the Internet have access to thousands of networks. Each network or system has its own set of policies and procedures. Actions which are routinely allowed on one network/system may be controlled, or even forbidden, on other networks. It is the user's responsibility to abide by the policies and procedures of these other network/systems.

In consideration for the privilege of using JCPL's Internet access, and for having access to the information contained on the Internet, users hereby release and hold harmless JCPL from any and all claims of any nature arising from their use, or inability to use, the Internet.

CD ROM workstations, which also give users access through the Internet to INSPIRE databases, are accessible to all patrons. Parental consent is not required for minors.

2/96; revised 2/97; 6/97; 6/98; 11/98; draft 1/99

Circulation Policy

Jasper County Public Library

Library Cards

No library materials may be borrowed from the JCPL libraries unless the person has a library card.

Persons who live, work or own property in the JCPL library district, which includes all Jasper County except for Carpenter Township/Remington, are eligible for free Jasper County Public Library cards.

Persons living outside the JCPL district may apply for a free, restricted JCPL card as a Reciprocal Borrower upon showing a valid resident library card from a library which participates in the Reciprocal Borrowing Program

The signature of a parent or legal guardian is required before a borrower's card can be issued to any child under the age of 14.

An annual fee of \$49; change to \$51 is assessed for out-of-county residents who do not own property or work in Jasper County, but wish to have full library privileges. This fee is the same for children and adults, and is NOT waived for Senior Citizens.

A corporation existing within the JCPL district may obtain a card for its employees and/or residents. The corporation then becomes responsible for materials borrowed on its card.

Library Hours

DeMotte: Mon, Th: 9 AM - 8 PM
Tues, Wed: 9 AM - 6 PM
Fri, Sat: 9 AM - 5 PM

Rensselaer: Mon-Th: 9 AM - 8 PM
Fri, Sat: 9 AM - 5 PM

Wheatfield: Mon, Wed - Sat: 9:30 AM - 5:30 PM
Tues: 9:30 AM - 8 PM

Loan Periods

Circulating CD ROMs:	1 week
Videos, nonfiction	1 week
Videos, entertainment:	2 days
All other materials:	3 weeks
Equipment for loan:	1 day (longer by special arrangement)
Computer software:	in house use only
VCR:	in house use only

All materials except videos and circulating CD-ROMs may be renewed for one additional loan period. If an item is on reserve for another patron, or on short term loan for a period of time, it may not be renewed.

Books may be borrowed for an extended loan period of 6 weeks (with no renewals) by special arrangement. If a patron has an extended loan item which has been in his/her possession longer than 3 weeks, s/he will be expected to return the item within 3 days after notification that the item has been reserved by another patron.

Videos for classroom use may be checked out for a one week loan period.

Loan Limits

Videos:	2 videos per adult card. No reserves. Only persons 18 years of age and older may borrow videos.
Circulating CD-ROMs:	2 items per borrower's card. Remove: No reserves
Short term loan materials:	On some occasions, materials are put on short term loan so that all students in a class have access to the resources.
CD's:	5 items per borrower's card.
All other materials:	Unlimited loan

Reciprocal borrowers and PLAC users may borrow only books and magazines.

Fines and Fees

<u>Overdue materials:</u>	Adult Items:	\$.10 per day per item
	Children's room items	\$.05 per day per item
	Videos:	\$1.00 per day per tape

Fines and fees, continued

Vertical file:	\$.10 per vertical file heading per day (up to \$1.00 per heading
Circulating CD-ROMs:	\$1.00 per day per item
Overdue materials referred to collection agency:	\$10.00 per borrower plus the per item processing fee
<u>Audiovisual Equipment Loans:</u>	\$2.00 per day; \$10.00 deposit refunded when material is returned undamaged
<u>Lost or damaged pamphlets:</u>	\$1.00 per item plus \$1.00 processing fee
<u>Lost or damaged CD ROMs:</u>	Original cost of item plus \$10.00
<u>Lost or damaged CD ROM user's guide, notebook:</u>	\$5.00 for first item, \$10 for more than 1 item
<u>Lost or damaged magazine:</u>	Original cost of item plus \$3.00 processing fee
<u>Other lost or damaged materials:</u>	Original cost of the item plus a \$5.00 processing fee.

In cases where the original cost of an item cannot be determined, the patron will be charged the processing fee plus an item cost according to the following schedule:

\$10.00 all hardback books, videos, CD's and audiocassettes
 5.00 all nonfiction paperbacks
 3.00 all fiction paperbacks
 2.00 all magazines
 1.00 all vertical file items, newspapers, college catalogs

\$15.00 all lease books

\$ 5.00 all Landmark (leased) audiocassettes

\$ 5.00 all Landmark (leased) audiocassette cases

Replacement cost of IVAN CD-ROMS will be determined by IVAN personnel.

Lost or damaged borrower's card: \$2.00

FAX fees:

Personal Faxes: \$3.00 for first page; 20 cents for each additional page.

Fax of library materials sent by one branch to another at a patron's request:

First 5 pages free; 20 cents for each additional page

Fax of library materials to patron's home or business: 30 cents per page

Photocopy Fees:Customer-operated copiers (at DeMotte & Rensselaer)

10 cents per single side

Staff-operated copiers (at DeMotte & Rensselaer)

20 cents single side

40 cents double side

40 cents transparency

Wheatfield copier

15 cents single side

20 cents double side

40 cents transparency

Printing Fees:CD-ROM/Online Workstations and Internet Workstations

First 5 pages are free. 10 cents for each page thereafter.

Computer Workstations for Word Processing, etc.

10 cents per page

Microfilm/fiche Workstations

30 cents per page

Computer disk purchase: \$.70 each 3 1/2" diskOther Circulation Services

Reserve materials: All circulating materials may be reserved by patrons with the exception of videos remove: and CD-ROMS. Videos will only be reserved for teachers using them in educational settings and for groups needing a video which has been cleared for public performance for a particular date

Walking books program: Library staff or volunteers will bring books and other library materials to shut-ins who are unable to visit the library.

Intralibrary loan: JCPL staff will attempt to obtain needed resources for patrons from other libraries within the JCPL district.

Interlibrary loan: JCPL staff will attempt to obtain needed resources for patrons from other libraries across the country when necessary.

A collection of talking books and the equipment with which to use them is available for patrons.

JCPL Public Purchase Policy

The Jasper County Public Library will endeavor to make the wisest possible use of public funds.

Purchases must be those items which best meet the needs of the library. Within that restriction, the library will purchase an item from the vendor offering the lowest price, timely delivery, and/or the best service.

Purchases exceeding \$10,000 or with annual lease payments of more than \$5,000, must be manufactured in the United States. It is the vendor's responsibility to show that such supplies are manufactured in the United States. If the product is not manufactured in the United States, the vendor must show that one of the following is true:

- ♦ The supplies required to comply with the bid, proposal or quote are not manufactured in the U.S. in reasonable, available quantities so as to make a competitive bid;
- ♦ The price of U.S.-made supplies required exceeds by an unreasonable amount the price of foreign-made supplies; or
- ♦ The quality of U.S.-made supplies required is substantially less than the quality of comparably priced foreign-made supplies; or
- ♦ The purchase of supplies manufactured in the U.S. is not in the public interest.

The following items do not need to be manufactured in the U.S.:

Books, magazines, pamphlets, films, filmstrips, microforms, microfilms, slides, transparencies, phonodiscs, phonotapes, models, art reproductions and all other forms of library and audiovisual materials.

The Library Director is the chief purchasing agent for the library and is empowered by the board to authorize any spending under \$15,000. The Director may authorize persons in the following positions to make limited purchases:

Business Manager/Administrative Assistant
Technical Services Librarian
Systems Administrator
Agency Librarians
Library Assistants
Library Specialists

All purchases are subject to the director's prior approval.

A purchasing agent may make a special purchase at an auction when this is the most economical means of purchasing a needed item.

In all purchases, the Library will follow the provisions of the Indiana Public Purchasing Law, IC 5-22, except where federal funds are used. Federal rules will dictate methods to be used for public purchases using federal funds.

7/98; draft revision 1/99

Library Employees Code of Ethics

Jasper County Public Library

Library employees significantly influence or control the selection, organization, preservation, and dissemination of information.

In a political system grounded in an informed citizenry, library employees are explicitly committed to intellectual freedom and the freedom of access to information. Change above sentence to read: As library employees, we are explicitly committed to intellectual freedom and the freedom of access to information. We have a special obligation to ensure the free flow of information and ideas to present and future generations.

As an employee of the Jasper County Public Library, I will:

- provide the highest level of service through appropriate and usefully organized collections, fair and equitable circulation and service policies, and skillful, accurate, unbiased, and courteous responses to all requests for assistance.
 - resist all efforts by groups or individuals to censor library materials.
 - protect each user's right to privacy with respect to information sought or received, and materials consulted, borrowed, or acquired.
 - distinguish clearly, in my actions and statements, between my personal philosophy and attitudes and those of my Library.
 - avoid situations in which personal interests might be served or financial benefits gained at the expense of library users, colleagues, or my Library.
- not speak or act in ways that are detrimental to my fellow staff, the Board or the Library.

Replace above statement with: **endeavor to work harmoniously and effectively with coworkers, supervisors and library board in support of the library's goals.**

2/95; reviewed 2/96, 2/97; draft 1/99

MEMORANDUM

DeMotte Sidewalk Project

Summary: The town of DeMotte has asked the Library Board to consider allowing the library's existing asphalt walkway that runs along the south side of the library to become a part of a pedestrian walkway connecting downtown DeMotte at Ninth and Halleck Streets to Field of Dreams Park.

Details: The town would extend the walkway out to Birch Street. There the new library sidewalk would connect to the new pedestrian walkway.

In order to extend the existing library sidewalk out to Birch Street, they would have to alter the existing curb. See attached drawing. All costs involved with constructing the walkway on library property would be incurred by the town. Their letter reads:

"Tasks involved include removal of 45 feet of existing curb and replacement of 40 feet of new curb. The asphalt driveway south of the new curb will be removed and filled in with sand for the new asphalt walkway. The remaining areas on both sides of the new walkway will be filled with top soil, seeded, and fertilized. Existing curbs and pavements that are to be removed shall be saw cut straight so there are no jagged edges.

"The Town Council would greatly appreciate the Library Board granting them a construction easement to complete the work mentioned above."

Next Step(s). Determine whether the change in the parking lot configuration would have negative impact on patron parking and maneuvering in a parking lot which is already difficult. If not, discuss such issues as:

Should the sidewalk be concrete or asphalt?

Would we be responsible for snow removal on this additional sidewalk? For maintenance & repair?

Would we be liable if an accident occurred while a child was crossing the library's east parking lot which is owned by the school, but leased by the library?

What provisions for child safety would be made in the library's east parking lot and/or school parking lot?

Would bicycle traffic be allowed?

If we need to consult our attorney to work out details, who pays the cost?

Vote: To approve (or not approve) the town of DeMotte's request, pending the satisfactory resolution of board concerns.

MEMORANDUM

Internet Accessibility in the Libraries

Summary: The Policy Committee recommends that signs be placed on all CD-Rom/Online Database workstations stating the following:

These workstations are available to patrons of all ages. They are intended for CD-ROM/Online Database access only. They are not intended for general Internet access. Persons found using these workstations for general Internet or email access will have their sessions terminated.

Discussion: Children must have signed parental permission to use *Internet* workstations. Children without this permission are denied Internet access.

Databases on the CD ROM/Online Database workstations *must* be available to children. In the past we have blocked general Internet access with software. Now, blocking access is impossible, for three reasons:

1. INSPIRE has added a very useful health database which cannot be reached when our blocking software is intact.
2. We have purchased a group of online databases (some of which we formerly offered on CD-ROM) which are used extensively by children for homework assignments and personal information. From these databases, persons may travel to general Internet sites fairly simply. We cannot *block* general Internet access in this case.
3. INSPIRE databases, vital for library research, may be searched using two different search interfaces. One search interface is easier than the other for patrons to use and provides better results. We cannot use our blocking software on that interface.

The result is that the Internet is now accessible on workstations which children are allowed to use. Parents, however, are lead to believe that their children cannot access the Internet in our libraries without their express permission.

The Policy Committee discussed this situation at length and agreed on the following recommendation to the board.

Vote: To allow cd-rom/online database workstations to operate without blocking software and direct staff to place signs with the above wording at each workstation.

RESOLUTION TO ADOPT LIBRARY CAPITAL PROJECTS FUND PLAN

This resolution is adopted by the Library Board of the Jasper County Public Library of Jasper County, Indiana.

Whereas, a Library Capital Projects Fund has been established; and

Whereas, the Library Board is required under IC 20-14-13-5 to adopt a plan with respect to the Library Capital Projects Fund; and

Whereas, the Library Board held a public hearing on the plan on February 8, 1999 at the Rensselaer Public Library, 208 W. Susan Street, Rensselaer, IN 47978;

THEREFORE, BE IT RESOLVED, by the Library Board that the plan entitled Jasper County Public Library Capital Projects Fund 2000-2002 is hereby incorporated by reference into this resolution, and is adopted as the Library Board's plan with respect to the Library Capital Projects Fund.

BE IT FURTHER RESOLVED that the Library Board will submit a certified copy of this resolution (including the adopted plan) to the Jasper County Council for review and the Indiana State Board of Tax Commissioners under IC 20-14-13-7.

Adopted this 8th day of February, 1999, by the following AYE and NAY vote:

AYE

Donald K. Abel
Susan Deardoff
James E. Flay
Theresa Egan
Ray Mat

NAY

ATTEST:

Donald K. Abel

Donald Abel, Secretary of Library Board

Policy Committee Meeting

January 28, 1999, 7 PM

Rensselaer Library Story Time Room

Present: J. Staton, S. Deardorff, A-M Egan, J. Floyd, L. Daugherty

Past committee procedures were reviewed. Committee asked that information on policies under review in a specified month be submitted to them before the previous month's board meeting. If a meeting is needed, it will be held immediately preceding the board meeting.

Committee does not need a copy of each policy to be reviewed unless changes are proposed by staff. Specify page number of policies to be reviewed.

Committee feels that *full* background information concerning a policy change should be given to the full board when a controversial issue is being discussed. In other cases, the committee's recommendation memo is sufficient.

1999-2000 Review Schedules. Committee approved review schedules as presented.

Policies for February board review. Committee approved changes in policies as noted in Policy Committee Recommendation to Board Memo for February 1999

Internet Accessibility on CD ROM/Online Workstations. The Committee will recommend to the board that signs be placed at each workstation which indicate that while the Internet is accessible from these workstations, patrons are prohibited from using the workstations for anything but access to the cd rom/online databases. They felt filtering was not a viable option and denying children under 18 access to the workstations was also not viable.

Meeting adjourned at 8:15 pm.

Heating and Plumbing Problems at DeMotte and Rensselaer Libraries 1993-1998: Brief Synopsis

Background: We have a forced air heating system. Water is heated in the boiler, then runs through a closed loop system of insulated pipes above the library's ceiling and insulation. VAV (Variable Air Volume) Boxes are located above the ceiling throughout the library, connected to the ductwork carrying outside air to rooms within the building. These boxes have dampers, controlled by actuators. Coils holding heated water extend from the water pipes through each VAV box, thus heating the air that flows through the box. The actuator opens and closes the dampers to allow air into rooms. Temperature sensors (like thermostats) located on the walls in all areas tell the actuator when to open or close the dampers to bring in more heated air (or cold air in the summer). (Note: This is my understanding of the system. If you would like to check it out with Bob Jackson at the board meeting, please do.)

Problems we have been concerned about include:

Insulation: We had to add insulation at DeMotte (mostly) above ceiling lighting fixtures, in some exterior and interior walls, etc. to eliminate cold spots in the building and to allow the heating system to maintain adequate temperatures. We had to lower domestic water pipes (water to bathrooms, faucets, etc. as opposed to heating water in the closed loop system) at DeMotte so that they were just above the ceiling and beneath the blanket of insulation. Originally they were uninsulated and several feet above the building insulation.

We still question the adequacy of insulation. At DeMotte, when looking out into the attic space above the insulation, you can see light from below through numerous cracks in insulation. Insulation is laid in pads the size of the ceiling tiles, rather than in continuous batts. This is to make it possible to lift ceiling tiles (and insulation) to access the pipework above them for repair purposes.

VAV dampers: The set screws in many of these came loose after a year or so of operation and would no longer allow the opening or closing of dampers. Thus we called for repair many times when a room or area was exceptionally

warm or exceptionally cold. During the first year that Precision had a contract for preventive maintenance, they had a technician check each VAV box to make sure screws were tightened. This took about 1 ½ days. They evidently felt it was too costly, because they never did it again, although I requested it each year. (Some of our VAV boxes are located high up in the unheated area above the ceiling, especially at DeMotte. It is a lot of work to get to those boxes.) I still think we should have it done.

Precision said they could check adequately by modem. By modem they can open or close dampers--if the set screws are not loose. Our Circle Design engineer (Circle Design designed our heating/air/ventilating control system (HVAC system) told me, however, that this was not completely true. My feeling is that it is better to have every box checked at least every other year, than to pay for repair people to come down to fix a problem after it occurs.

Actuators: We have paid for numerous actuators to be replaced, or valves on actuators to be repacked when they begin leaking (by 9/96: \$8700 in actuators and \$1200 in valve repairs). It was finally determined that the first batch of VAV actuators (and some of the bigger actuators, I believe but am not sure) were defective. The manufacturer, Siebe, agreed to provide replacements for all remaining ones free of charge and Precision Controls agreed to provide free labor for that purpose. An extended 2 year warranty was to be provided with a separate warranty for the larger actuators (I do not have warranties in hand.) (Actuators also control other equipment in the libraries, particularly in the boiler room.) After replacement, another problem was found with the actuator valves. That problem was resolved in both libraries by the end of 1997. At that time, it appeared that room temperatures were finally being maintained as set.

Air conditioning: In the summer of 1995, the main air conditioning compressor at Rensselaer had to be replaced 4 times by Rohan Trane. They thought they found the problem the last time they replaced the compressor. Then Precision did some investigation (7/97) concerning when the compressor again began experiencing problems and did some major repiping, etc. \$8930. We have had no problems since.

In 1998, the compressor at DeMotte had to be replaced twice. The problem

here appears to be different. A repair will be made very soon to solve DeMotte problems (hopefully).

HVAC system in general: A direct VAV system, which we have, is a touchy system. Everything has to be just right for it to work right. There is no margin for error. A number of costly changes have been made in the last few years to fine tune the systems so they work more reliably.

Remaining problems:

- ♦ The heating system still seems unable to keep the DeMotte Library warm when the temperature drops below zero. The system was designed to maintain temperatures to 10 degrees below zero. Below that, temperatures might be expected to fall a slight bit, but not to the degree that they DO fall. DeMotte was closed for low temperatures 2 days in 1994; never since, although staff have worked in temperatures as low as 58 degrees for portions of a day and they use space heaters in the workroom to maintain some degree of comfort.
- ♦ As I review the diagnostic work that was done by the various players (see below) in late 1996, I have serious questions concerning whether Circle R did the thorough testing they were asked by Circle Design to do. I do not think Circle Design ever received new balancing charts/figures for heating and cooling systems from Circle R as they requested. We, certainly, did not receive these.

There was a question of whether the right size coils were used. I never heard a response from Circle Design concerning whether Circle R used correct coil sizes. (He said 12/11/96 that he still needed to cross check figures.)

At this point, attention moved to three other areas as "the problem":

1. We realized we should have been treating the heating water. Nothing in the maintenance manuals sent by Circle R or instructions they gave ever told us we needed to do this (and they never did it during their preventive maintenance. This then became the "cause" of all problems.

2. It was determined that the actuators were defective. This then became the other "cause" of all problems.

3. Once we had water treated, another problem cropped up (5/97). Some leaking valve stems on actuators showed grooves. They attributed this to the treated water which, they thought caused iron particles or other crud to come loose from the insides of pipes and cause the scoring. We installed filter systems on the heating water at the 2 libraries.

- ♦ There is one other problem, at Rensselaer, right now. On a couple occasions both the outside air and return air dampers close, cutting off necessary air flow to the boiler. I can't begin to explain the problem and Precision is not sure what it is either.

The Players:

Kim Rothenberger, Ratio Architects: Our architect for both libraries.

Circle Design Group: The engineers who designed the HVAC, plumbing and electrical systems. The engineers who designed the system at DeMotte left the firm soon thereafter. A different group designed Rensselaer about 6 months later than DeMotte. We deal with Marv Trietsch, a principal at Circle Design.

Circle "R" Mechanical: The mechanical contractors who installed the plumbing and HVAC systems. A good service department, I think, but management is unpleasant to deal with. Their stock response is "it's someone else's fault". They did our preventive maintenance 1993-1995. When we began to have problems and they began to blame other people, we decided we no longer wanted them doing the repair work.

Rohan Trane: Preventive maintenance contract 1995/1996. They led us through the summer when we had to replace the air conditioning compressors at Rensselaer 4 times.

Precision Control Systems: The subcontractor (to Circle "R" Mechanical) who installed all electronic controls for the HVAC system, including the Siebe actuators and the electronic control box to which they can connect by modem to change temperatures in areas, check water and air temperatures in the library, and make some modifications.

When problems arose, we got many comments from Circle R (and even Circle Design and our architect) about having "so many different people working on the system and making changes". Precision Control indicated that they had personnel who could handle all HVAC preventive maintenance work and repairs. They had been involved in repair work in conjunction with Circle R anyway. We decided it would be wise to leave the "extra player (Rohan Trane)" out of the picture to simplify matters. From June 1996 Precision Controls has been the only player in our repair/preventive maintenance work.

MEMORANDUM

FY 1999 LSTA Technology Grant

Summary: Today we received notification that JCPL has been approved for a Category 1 Grant in the amount of \$1,657.00. The Board must approve the contract for the is grant and authorize the library director to sign it.

Discussion: We applied for \$20,000. \$1,657 was for Category (Priority) 1: Year 2000 Compliance upgrades. The rest was for Category 2: Upgrade to local area network. Requests for funding far exceeded available funds. Therefore, all Category 1 requests were funded and some LAN requests were funded. The rest of us must wait until the State Library determines if some LSTA funds are unspent after the closeout of FY98 projects. If so, additional funding will be awarded for Category 2 projects. We may still receive some funding in that area.

The contract notes that we must pay for our Y2K upgrades and then apply for reimbursement. We cannot use the money for any other purpose. We have until June 30, 2000 to spend it. The Indiana State Library will maintain control of the funds by requiring periodic reports.

In using the funding, we will practice non-discrimination in regards to persons covered by Title VI of the Civil Rights Act of 1964, in regards to the Rehabilitation Act of 1973, Americans with Disabilities Act, Age Discrimination Act, P.L. 101-254. We will comply with laws, indemnify the State of Indiana, resolve disputes, and maintain a drug-free workplace.

Vote: To approve the FY 1999 Technology Grant in the amount of \$1,657.00 and authorize the library director to sign it.

CERTIFICATE OF RESOLUTION

I, Donald K. Abel, do hereby certify that I am the Secretary of
(Type Name)
Jasper County Public Library, a municipal corporation duly organized and existing
under and by virtue of the Laws of the State of Indiana;

I further certify that a regular/special meeting of the members of the Board of said
municipal corporation, duly called, held and convened in conformity with the Charter and By Laws
of said municipal corporation, on the 8th day of February, 1999, a quorum being
present and voting thereon, the following resolution was duly adopted, to-wit:

1. Approval of the contract by Jasper County Public Library Board
(Board)
2. Roger Walstra and Lynn Daugherty are hereby
authorized to execute the contract for and on behalf of Jasper County Public
Library Board of Trustees. (Board)

I further certify that the foregoing resolution is a full, true, and complete copy as the
same appears of record in the Minute Record Book of said municipal corporation of which
I am the legal custodian; that the same has not been altered, amended or repealed and is
now in full force and effect.

In Witness Whereof, I have hereunto set my hand for said municipal corporation
this day of February 8th, 1999.

Donald K. Abel
(Signature) Secretary

State of Indiana)
) SS:
County of)

Subscribed and Sworn to before me, a Notary Public this 8th day February,
19 99.

Glenda L. Brown
(Signature) Notary Public

Glenda Brown
Printed Name

My Commission Expires: 4-10-2001

County of Residence: Jasper

JCPL FINANCIAL STATEMENT

January 31, 1999

	<u>Beginning 1999 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$380,514.80	\$105,924.02	\$105,924.02	\$4,408.73	\$4,408.73	\$278,999.51
Investments \$205,500.00						
Public Library Access Card Fund	\$110.00	\$110.00	\$110.00	\$23.00	\$23.00	\$23.00
Gift Fund	\$6,752.14	\$296.62	\$296.62	\$70.67	\$70.67	\$6,526.19
DeMotte	\$383.27	\$106.07	\$106.07	\$5.00	\$5.00	\$282.20
Rensselaer	\$5,944.50	\$190.55	\$190.55	\$65.67	\$65.67	\$5,819.62
Wheatfield	\$424.37	\$0.00	\$0.00	\$0.00	\$0.00	\$424.37
Library Improvement Reserve Fund	\$56,270.49	\$0.00	\$0.00	\$148.54	\$148.54	\$56,419.03
Bond & Interest Redemption Fund	\$94,798.85	\$0.00	\$0.00	\$0.00	\$0.00	\$94,798.85
Investments \$94,500.00						
Host/Hospitality Fund	\$13.60	\$0.00	\$0.00	\$0.00	\$0.00	\$13.60
Oral History Grant Fund	\$71.11	\$0.00	\$0.00	\$0.00	\$0.00	\$71.11
Reciprocal Borrowing Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund	\$74.81	\$0.00	\$0.00	\$0.00	\$0.00	\$74.81
Indiana Technology Grant Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
State Technology Grant 1997	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$5,291.11	\$5,291.11	\$5,291.11	\$5,291.11	\$0.00
FICA Tax Collected	\$0.00	\$3,888.27	\$3,888.27	\$3,888.27	\$3,888.27	\$0.00
State Tax Collected	\$1,533.22	\$1,533.22	\$1,533.22	\$1,724.54	\$1,724.54	\$1,724.54
County Tax Collected	\$457.71	\$457.71	\$457.71	\$490.16	\$490.16	\$490.16
IN Deferred Comp.	\$0.00	\$1,863.12	\$1,863.12	\$1,863.12	\$1,863.12	\$0.00
#125 Plan	\$0.00	\$0.00	\$0.00	\$1,260.34	\$1,260.34	\$1,260.34
Employee Health Insur.	\$0.00	\$6.00	\$6.00	\$6.00	\$6.00	\$0.00
Employee P.E.R.F.	\$3,543.91	\$3,543.91	\$3,543.91	\$1,334.13	\$1,334.13	\$1,334.13
 TOTAL ALL FUNDS.....	 \$544,340.64	 \$122,913.98	 \$122,913.98	 \$20,508.61	 \$20,508.61	 \$441,935.27

Bank Balances
Jasper County Public Library
Report as of: 1/31/99

<i>Bank</i>		
1	Peoples State Bank	\$75,025.07
2	Demotte State Bank	\$10,291.17
3	Bank One-LIRF	\$56,419.03
4	Cash on Hand	\$200.00
5		
6		
7	Pinnacle Bank CD #7121015842	\$200,000.00
8	Pinnacle Bank CD #7121015843	\$100,000.00
<i>Total all banks =</i>		<i>\$441,935.27</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

REPORT FOR REGISTER OF INVESTMENTS
OPEN INVESTMENTS AS OF 04 Jan 99

	AL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
15	FEB 99	7121015483	PINNACLE BANK	62 DAYS	100000.00	4.86	OPERATING	15 DEC 98	.00	
16	MAR 99	7121015842	PINNACLE BANK	92 DAYS	200000.00	4.86	OP-105500;B	15 DEC 98	.00	
			--TOTALS--		300000.00				.00	

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 1/1/99 To 1/31/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 SALARY OF LIBRARIAN	\$44,616.00	\$0.00	\$44,616.00	\$3,653.00	\$3,653.00	\$40,963.00	8.2
1.12 SALARY OF ASSISTANTS	\$577,199.00	\$0.00	\$577,199.00	\$45,463.97	\$45,463.97	\$531,735.03	7.9
1.13 WAGES OF JANITORS	\$37,616.00	\$0.00	\$37,616.00	\$2,969.78	\$2,969.78	\$34,646.22	7.9
1.21 EMPLOYER'S SHARE-FICA	\$50,447.00	\$0.00	\$50,447.00	\$3,888.27	\$3,888.27	\$46,558.73	7.7
1.22 UNEMPLOYMENT COMPENSAT	\$1,800.00	\$0.00	\$1,800.00	\$75.17	\$75.17	\$1,724.83	4.2
1.23 EMPLOYER'S CONTRIB.- PERF	\$27,942.00	\$0.00	\$27,942.00	\$5,906.46	\$5,906.46	\$22,035.54	21.1
1.24 EMPLOYER'S CONTRIB.- INS.	\$26,000.00	\$0.00	\$26,000.00	\$77.70	\$77.70	\$25,922.30	0.3
1.31 OTHER PERSONAL SERVICES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.0
Subtotal	\$767,120.00		\$767,120.00	\$62,034.35	\$62,034.35	\$705,085.65	8.1
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
2.12 STATIONERY AND PRINTING	\$700.00	\$0.00	\$700.00	\$87.85	\$87.85	\$612.15	12.6
2.13 OTHER OFFICE SUPPLIES	\$5,600.00	\$0.00	\$5,600.00	\$202.89	\$202.89	\$5,397.11	3.6
2.21 CLEANING & SANITATION SUP	\$3,400.00	\$0.00	\$3,400.00	\$348.65	\$348.65	\$3,051.35	10.3
2.22 FUEL, OIL & LUBRICANTS	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	0.0
2.23 OTHER OPERATING SUPPLIES	\$4,000.00	\$0.00	\$4,000.00	\$35.53	\$35.53	\$3,964.47	0.9
2.31 BUILDING MATERIALS & SUPP	\$1,000.00	\$0.00	\$1,000.00	\$14.99	\$14.99	\$985.01	1.5
2.32 PAINT AND PAINTING SUPPLIE	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.33 REPAIR PARTS	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.41 LIBRARY SUPPLIES	\$5,500.00	\$0.00	\$5,500.00	\$0.00	\$0.00	\$5,500.00	0.0
2.42 AUTOMATION SUPPLIES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
Subtotal	\$24,370.00		\$24,370.00	\$689.91	\$689.91	\$23,680.09	2.8
<i>3. Other Services and Charge</i>							
3.11 CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.12 ENGINEERING & ARCH. SERVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.13 LEGAL SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.14 OTHER PROFESSIONAL SERVI	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.0
3.21 TELEPHONE	\$12,000.00	\$0.00	\$12,000.00	\$919.78	\$919.78	\$11,080.22	7.7
3.22 POSTAGE	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.23 TRAVELING EXPENSE	\$5,500.00	\$0.00	\$5,500.00	\$255.94	\$255.94	\$5,244.06	4.7
3.24 PROFESSIONAL MEETINGS	\$7,200.00	\$0.00	\$7,200.00	\$1,445.98	\$1,445.98	\$5,754.02	20.1
3.25 FREIGHT	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.0
3.26 NETWORKING	\$24,000.00	\$0.00	\$24,000.00	\$787.40	\$787.40	\$23,212.60	3.3
3.31 ADVERTISING & PUBLIC NOTIC	\$1,100.00	\$0.00	\$1,100.00	\$0.00	\$0.00	\$1,100.00	0.0
3.32 OTHER PRINTING	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.0
3.41 OFFICIAL BONDS	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
3.42 OTHER INSURANCE	\$14,500.00	\$0.00	\$14,500.00	\$1,259.00	\$1,259.00	\$13,241.00	8.7
3.51 GAS	\$29,000.00	\$0.00	\$29,000.00	\$215.20	\$215.20	\$28,784.80	0.7
3.52 ELECTRICITY	\$51,000.00	\$0.00	\$51,000.00	\$832.02	\$832.02	\$50,167.98	1.6
3.53 WATER	\$1,000.00	\$0.00	\$1,000.00	\$34.65	\$34.65	\$965.35	3.5
3.54 WASTE DISPOSAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$131.17	\$131.17	\$2,368.83	5.2
3.61 BUILDING & STRUCTURES	\$35,000.00	\$0.00	\$35,000.00	\$2,853.90	\$2,853.90	\$32,146.10	8.2
3.62 EQUIPMENT	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.71 REAL ESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 EQUIPMENT	\$240.00	\$0.00	\$240.00	\$9.95	\$9.95	\$230.05	4.1
3.91 DUES	\$2,600.00	\$0.00	\$2,600.00	\$1,238.63	\$1,238.63	\$1,361.37	47.6
3.92 INTEREST ON TEMPORARY LO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.93 TAXES & ASSESSMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.94 TRANSFER TO LIRF	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.0
3.95 SERVICE CONTRACTS	\$12,038.00	\$0.00	\$12,038.00	\$624.64	\$624.64	\$11,413.36	5.2
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.97 INTERVIEWING & MOVING EXP	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.98 MAINTENANCE CONTRACTS	\$41,500.00	\$0.00	\$41,500.00	\$3,743.00	\$3,743.00	\$37,757.00	9.0
Subtotal	\$308,298.00		\$308,298.00	\$14,351.26	\$14,351.26	\$293,946.74	4.7
4. Capital Outlays							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3 IMPROVEMENTS OTHER THAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$29,000.00	\$70.00	\$29,070.00	\$3,020.31	\$3,020.31	\$26,049.69	10.4
4.51 BOOKS	\$150,000.00	\$0.00	\$150,000.00	\$11,297.89	\$11,297.89	\$138,702.11	7.5
4.52 PERIODICALS & NEWSPAPERS	\$24,000.00	\$0.00	\$24,000.00	\$1,768.25	\$1,768.25	\$22,231.75	7.4
4.53 NONPRINTED MATERIALS	\$58,000.00	\$0.00	\$58,000.00	\$12,762.05	\$12,762.05	\$45,237.95	22.0
Subtotal	\$261,000.00	\$70.00	\$261,070.00	\$28,848.50	\$28,848.50	\$232,221.50	11.1
Grand Total	\$1,360,788.00	\$70.00	\$1,360,858.00	\$105,924.02	\$105,924.02	\$1,254,933.98	7.8

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Register Of Claims
Jasper County Public Library

Report Date: From 1/1/99 To 1/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17501	3001	ALA	OPERATING FUND	PROFESSIONAL MEETINGS	\$495.00	1/11/99	PLA Spring Symposium,3/26-27, Daugh
				Total this claim	\$495.00		
17577	3002	ANTHEM LIFE	HEALTH INSURANCE	SALARIES AND WAGES	\$6.00	1/11/99	Life Ins. - 18 empl., 2/1/99 premium.
			OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$77.70		
				Total this claim	\$83.70		
17511	3003	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$931.56	1/11/99	WITHHELD FROM PAYROLL 1/8/99 D KOPANDA, SCHULENBERG, FAGEN, STRINGFELLOW, WOODS.
				Total this claim	\$931.56		
17517	3004	SPRINT	OPERATING FUND	TELEPHONE	\$11.33	1/11/99	DEC '98 LONG DISTANCE PHONES;D
			OPERATING FUND	TELEPHONE	\$69.90		
			OPERATING FUND	TELEPHONE	\$34.57		
				Total this claim	\$115.80		
17515	3005	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$43.12	1/11/99	SEWER SERVICE NOV '98;DEM.
				Total this claim	\$43.12		
17516	3006	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	1/11/99	SEWER SERVICE JAN '99-WH
				Total this claim	\$41.05		
0	3007	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,794.00	1/8/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,128.95		
			OPERATING FUND	WAGES OF JANITORS	\$1,474.29		
				Total this claim	\$26,397.24		
0	3008	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,533.22	1/20/99	STATE & COUNTY TAX WITHHELD-D #83743,VERIFICATION CODE #37 1/8/
			CO TAX COLLECTED	SALARIES AND WAGES	\$457.71		
				Total this claim	\$1,990.93		
0	3009	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,974.68	1/11/99	FICA & FED TAX WITHHELD 1/8/99 REFERENCE #51472049
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,974.68		
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,659.81		
				Total this claim	\$6,609.17		
17518	3010	A & S PLUMBING & HEATING	OPERATING FUND	BUILDING & STRUCTURES	\$226.31	1/11/99	Repairs to broken water pipes-DeM.
				Total this claim	\$226.31		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17519	3011	ACE HARDWARE	OPERATING FUND	OTHER OPERATING SUPPLIE	\$35.53	1/11/99	MacLite & batteries-Wheatfield
				Total this claim	<u>\$35.53</u>		
17520	3012	ARLINGTON/ROE	OPERATING FUND	OTHER INSURANCE	\$1,259.00	1/11/99	Director's & Officers Liability/Crime Ins.
				Total this claim	<u>\$1,259.00</u>		
17521	3013	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$99.00	1/11/99	January Serv. Agreement
			OPERATING FUND	NONPRINTED MATERIALS	\$2,000.00		
				Total this claim	<u>\$2,099.00</u>		
17522	3014	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$2,816.42	1/11/99	Books/Gift Fund Books & Title Source
			OPERATING FUND	BOOKS	\$822.13		
			OPERATING FUND	BOOKS	\$1,455.47		
			OPERATING FUND	BOOKS	\$728.83		
			OPERATING FUND	BOOKS	\$233.18		
			OPERATING FUND	BOOKS	\$178.11		
			OPERATING FUND	BOOKS	\$22.12		
			OPERATING FUND	BOOKS	\$98.34		
			RENSSELAER GIFT FU	BOOKS	\$36.55		
			DEMOTTE GIFT FUND	BOOKS	\$106.07		
			OPERATING FUND	NONPRINTED MATERIALS	\$1,650.00		
			OPERATING FUND	BOOKS	\$112.07		
			OPERATING FUND	BOOKS	\$103.08		
			OPERATING FUND	BOOKS	\$103.08		
				Total this claim	<u>\$8,465.45</u>		
17523	3015	BROWN'S GARDEN SHOPPE	OPERATING FUND	BUILDING & STRUCTURES	\$483.00	1/11/99	1998 Landscape Mtnc,Leaf Removal, Rens.
				Total this claim	<u>\$483.00</u>		
17524	3016	CAMPBELL PRINTING COMPA	OPERATING FUND	STATIONERY AND PRINTING	\$87.85	1/11/99	Business Cards
				Total this claim	<u>\$87.85</u>		
17525	3017	CROSSWIND SERVICES, INC.	OPERATING FUND	FURNITURE & EQUIPMENT	\$60.00	1/11/99	PC Anywhere32 v8.0 (Financial Comp)
			OPERATING FUND	FURNITURE & EQUIPMENT	\$70.00		
				Total this claim	<u>\$130.00</u>		
17526	3018	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	1/11/99	Water & Water Cooler Rental Jan '
			OPERATING FUND	WATER	\$34.65		
				Total this claim	<u>\$44.60</u>		
17527	3019	DAVID A. WARRAN	OPERATING FUND	BUILDING & STRUCTURES	\$230.00	1/11/99	Snow removal, 12/22/98-1/7/99;Ren
				Total this claim	<u>\$230.00</u>		

<i>Warran Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17528	3020	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$17.96	1/11/99	Books
			OPERATING FUND	BOOKS	\$17.96		
			OPERATING FUND	BOOKS	\$15.95		
			OPERATING FUND	BOOKS	\$3.77		
				Total this claim	\$55.64		
17529	3021	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$14.40	1/11/99	Mileage
				Total this claim	\$14.40		
17530	3022	FACTS ON FILE NEWS SERVI	OPERATING FUND	PERIODICALS & NEWSPAPER	\$365.00	1/11/99	FOF CD-Rom to 2/99;R,D, W
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$365.00		Issues/Controversies to 12/99;R,D
			OPERATING FUND	NONPRINTED MATERIALS	\$2,388.00		
			OPERATING FUND	NONPRINTED MATERIALS	\$45.00		
				Total this claim	\$3,163.00		
17531	3023	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$20.14	1/11/99	Mileage & Expenses (Bkkping Wrkshp)
				Total this claim	\$20.14		
17532	3024	GALE GROUP	OPERATING FUND	BOOKS	\$137.75	1/11/99	Books
			OPERATING FUND	BOOKS	\$1,537.60		
			OPERATING FUND	BOOKS	\$66.10		
			OPERATING FUND	BOOKS	\$197.60		
				Total this claim	\$1,939.05		
17533	3025	GLOBAL COMPUTER SUPPLIE	OPERATING FUND	FURNITURE & EQUIPMENT	\$17.21	1/11/99	Cabling
				Total this claim	\$17.21		
17534	3026	HAMSTRA BUILDERS, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$462.39	1/11/99	Repair Roof Leak, Flag Pole Light & Out
				Total this claim	\$462.39		
17535	3027	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$229.10	1/11/99	Stain Remover, Hand Soap, Deodorizer,
				Total this claim	\$229.10		
17536	3028	HYATT REGENCY CRYSTAL CI	OPERATING FUND	PROFESSIONAL MEETINGS	\$457.66	1/11/99	S.Maxwell, 3/6,3/7,3/8,3/9/99, Confirmat
				Total this claim	\$457.66		
17537	3029	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$179.00	1/11/99	Business Info/Internet-M.Bradley,3/2;
			OPERATING FUND	NONPRINTED MATERIALS	\$5,625.61		Intermediate HTML-A.Whited,3/18; Co
			OPERATING FUND	NONPRINTED MATERIALS	\$15.00		S.Maxwell, 3/7-3/10
				Total this claim	\$5,819.61		
17538	3030	INDIANA DEPT.OF WORKFOR	OPERATING FUND	UNEMPLOYMENT COMPENSA	\$75.17	1/11/99	Qtly Payment Unemployment Comp.
				Total this claim	\$75.17		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17539	3031	INDIANA LIBRARY FEDERATIO	OPERATING FUND	DUES	\$1,238.63	1/11/99	ILF Trustee Membership-1999
Total this claim					<u>\$1,238.63</u>		
17540	3032	INDIANA STATE LIBRARY	PUBLIC LIBRARY ACC	LIBRARY SUPPLIES	\$110.00	1/11/99	4th Qtr. Plac Cards
Total this claim					<u>\$110.00</u>		
17541	3033	INDIANA UNIVERSITY PRESS	RENSSELAER GIFT FU	BOOKS	\$114.00	1/11/99	Gift Fund Books
Total this claim					<u>\$114.00</u>		
17542	3034	INGRAM	OPERATING FUND	BOOKS	\$5.38	1/11/99	Books
			OPERATING FUND	BOOKS	\$23.40		
			OPERATING FUND	BOOKS	\$10.45		
			OPERATING FUND	BOOKS	\$10.47		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$3.46		
Total this claim					<u>\$63.32</u>		
17543	3035	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$17.58	1/11/99	Books per attached
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	BOOKS	\$4.50		
Total this claim					<u>\$26.87</u>		
17544	3036	JILL TACHTIRIS	OPERATING FUND	TRAVELING EXPENSE	\$27.00	1/11/99	Mileage-Ref. Counterparts Mtg-12/8
Total this claim					<u>\$27.00</u>		
17545	3037	JOHN HESTERMAN	OPERATING FUND	BUILDING & STRUCTURES	\$30.00	1/11/99	Snow Removal-Wheatfield
Total this claim					<u>\$30.00</u>		
17546	3038	LAWN CARE CONSULTANTS	OPERATING FUND	BUILDING & STRUCTURES	\$137.00	1/11/99	As Per Attached Invoices
Total this claim					<u>\$137.00</u>		
17547	3039	LEANNE YORK	OPERATING FUND	BUILDING & STRUCTURES	\$12.00	1/11/99	Water Testing-DeMotte Lib.
Total this claim					<u>\$12.00</u>		
17548	3040	LIBRARY OF CONGRESS	OPERATING FUND	BOOKS	\$60.00	1/11/99	Floating Subdivisions, Cat. Serv. Bulletin
Total this claim					<u>\$60.00</u>		
17549	3041	MARKS HOME IMPROVEMENT	OPERATING FUND	BUILDING & STRUCTURES	\$510.00	1/11/99	DeM Snow Removal, 12/23/98-1/3/99 &
			OPERATING FUND	BUILDING & STRUCTURES	\$50.00		
Total this claim					<u>\$560.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17550	3042	MARTZ PLUMBING & HEATING	OPERATING FUND	BUILDING & STRUCTURES	\$628.20	1/11/99	Burst Pipe Repairs & Hot water heater R Rens.Lib.1/5 & 1/7/99
				Total this claim	<u>\$628.20</u>		
17551	3043	MICHELLE HEEKE BRADLEY	OPERATING FUND	TRAVELING EXPENSE	\$13.20	1/11/99	Mileage
				Total this claim	<u>\$13.20</u>		
17552	3044	VOIDED VOUCHER & CHECK				1/11/99	NILBA DINNER, 1/27/99 Original Check \$63.00
				Total this claim			
17553	3045	NATIONAL GEOGRAPHIC SOC	OPERATING FUND	BOOKS	\$10.95	1/11/99	Book-South West, edition
			OPERATING FUND	BOOKS	\$2.95		
				Total this claim	<u>\$13.90</u>		
17554	3046	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$145.09	1/11/99	Telephone-January-DeMotte
				Total this claim	<u>\$145.09</u>		
17555	3047	OOMS DISPOSAL SERVICE IN	OPERATING FUND	WASTE DISPOSAL SERVICES	\$47.00	1/11/99	Jan-Feb-Mar 1999 trash service-DeM
				Total this claim	<u>\$47.00</u>		
17556	3048	PALMER HOUSE HILTON	OPERATING FUND	PROFESSIONAL MEETINGS	\$171.00	1/11/99	PLA Convention, Daugherty, Bradley, K #290309357
				Total this claim	<u>\$171.00</u>		
17557	3049	PATTY STRINGFELLOW	OPERATING FUND	TRAVELING EXPENSE	\$13.20	1/11/99	Mileage
				Total this claim	<u>\$13.20</u>		
17558	3050	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$40.00	1/11/99	Door sealant repairs, changed bulbs, De Wheatfield Lib.
			OPERATING FUND	BUILDING & STRUCTURES	\$45.00		
				Total this claim	<u>\$85.00</u>		
17559	3051	PRECISION CONTROL SYSTE	OPERATING FUND	MAINTENANCE CONTRACTS	\$1,115.00	1/11/99	Qtl. Mtnce: Dec-Feb
				Total this claim	<u>\$1,115.00</u>		
17560	3052	PUBLIC EMPLOYEES' RETIRE	OPERATING FUND	EMPLOYER'S CONTRIB.- PER	\$5,906.46	1/11/99	4th Qtr. Payment 1998
		P.E.R.F.		SALARIES AND WAGES	\$3,543.91		
				Total this claim	<u>\$9,450.37</u>		
17561	3053	RAND MCNALLY & COMPANY	OPERATING FUND	BOOKS	\$295.00	1/11/99	1999 Commercial Atlas & MG
			OPERATING FUND	BOOKS	\$4.54		
				Total this claim	<u>\$299.54</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17562	3054	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	1/11/99	Standing Order Books-PO #3371
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$4.15		
			Total this claim		\$40.11		
17563	3055	RENS./REMINGTON CHAMBER	RENSSELAER GIFT FU EQUIPMENT		\$40.00	1/11/99	1/23 Booth Rental-St.Joseph Coll.Day
			Total this claim		\$40.00		
17564	3056	RENSSELAER REPUBLICAN	OPERATING FUND	PERIODICALS & NEWSPAPER	\$107.00	1/11/99	Annual Newspaper Subsc.-D&Wh
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$106.25		
			Total this claim		\$213.25		
17565	3057	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$624.64	1/11/99	Transport Service 12/4,12/11, 12/25, 1/1
			Total this claim		\$624.64		
17566	3058	SIMON & SCHUSTER	OPERATING FUND	BOOKS	\$26.06	1/11/99	Books
			OPERATING FUND	BOOKS	\$3.57		
			Total this claim		\$29.63		
17567	3059	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$168.00	1/11/99	Air Travel-Computers In Lib.,3/6-3/10
			Total this claim		\$168.00		
17568	3060	SIMPLEX TIME RECORDER C	OPERATING FUND	MAINTENANCE CONTRACTS	\$2,529.00	1/11/99	Annual 1999 Mtnce Contract-DeM,Ren,
			Total this claim		\$2,529.00		
17569	3061	SMITH TRUE VALUE FARM ST	OPERATING FUND	BUILDING MATERIALS & SUPP	\$14.99	1/11/99	Wet/Dry Vacuum, Plastic Sheeting
			OPERATING FUND	FURNITURE & EQUIPMENT	\$79.99		
			Total this claim		\$94.98		
17570	3062	SPRINT	OPERATING FUND	TELEPHONE	\$496.54	1/11/99	Local Service-January 1999-Rens.
			OPERATING FUND	NETWORKING	\$787.40		
			Total this claim		\$1,283.94		
17571	3063	STANDARD & POOR'S CORP.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$630.00	1/11/99	Industrial Surveys-Compl. Design Lib.
			Total this claim		\$630.00		
17572	3064	THINK TANK INFORMATION S	OPERATING FUND	FURNITURE & EQUIPMENT	\$2,434.79	1/11/99	NEC LaserPrinter,Cartridges,Etherlink,
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$202.89		Lic.,Compaq Laptop & cs
			OPERATING FUND	FURNITURE & EQUIPMENT	\$358.32		
			OPERATING FUND	NONPRINTED MATERIALS	\$1,038.44		
			Total this claim		\$4,034.44		
17573	3065	THE TIMES - EASTLAKE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$195.00	1/11/99	Annual Subscription-DeM.
			Total this claim		\$195.00		

<i>Warra... Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17574	3066	TYSEN'S COUNTRY GROCER	OPERATING FUND	CLEANING & SANITATION SUP	\$96.51	1/11/99	Janitorial Supplies
				Total this claim	<u>\$96.51</u>		
17575	3067	WAL-MART STORES, INC.	OPERATING FUND	CLEANING & SANITATION SUP	\$23.04	1/11/99	Works TB Cleaner
				Total this claim	<u>\$23.04</u>		
17576	3068	WORLD BOOK SCHOOL AND L	OPERATING FUND	BOOKS	\$699.00	1/11/99	WB Encyclopedia 1999
			OPERATING FUND	BOOKS	\$699.00		
			OPERATING FUND	BOOKS	\$699.00		
				Total this claim	<u>\$2,097.00</u>		
17578	3069	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$931.56	1/25/99	Withheld from Payroll 25 Jan '99 Daugherty,Kooy,Woods,Filson,Fagen, Schulenberg,Stringfellow,Kopanda
				Total this claim	<u>\$931.56</u>		
17579	3070	MICHIGAN CITY PUBLIC LIBRA	OPERATING FUND	PROFESSIONAL MEETINGS	\$42.00	1/25/99	NILBA Dinner;1/27/99-Daugherty & Wal
				Total this claim	<u>\$42.00</u>		
17580	3071	NIPSCO	OPERATING FUND	GAS	\$215.20	1/25/99	Wheatfield Utilities;12/10/98-1/13/99
			OPERATING FUND	ELECTRICITY	\$832.02		
				Total this claim	<u>\$1,047.22</u>		
17582	3072	PALMER HOUSE HILTON	OPERATING FUND	PROFESSIONAL MEETINGS	\$101.32	1/25/99	PLA Hotel Room; A.M. Egan-3/26/99
				Total this claim	<u>\$101.32</u>		
17581	3073	SPRINT	OPERATING FUND	TELEPHONE	\$162.35	1/25/99	Wheatfield Local Telephone-Jan '99
				Total this claim	<u>\$162.35</u>		
0	3074	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	1/25/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$22,335.02		
			OPERATING FUND	WAGES OF JANITORS	\$1,495.49		
				Total this claim	<u>\$25,689.51</u>		
0	3075	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,913.59	1/26/99	FICA & FED taxes withheld 1/25/99
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,913.59		payroll. Ref #53097467
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,631.30		
				Total this claim	<u>\$6,458.48</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
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Total Amount of Claims \$122,913.98

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, January 29, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Receipt Breakdown

January 31, 1999

[illegible]

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	TOTAL RECEIPTS <u>THIS MONTH</u>	TOTAL RECEIPTS <u>YEAR-TO-DATE</u>
WITHHOLDING ACCOUNT FUNDS:			\$15,857.67	\$15,857.67
FIT Tax Collected	\$5,291.11	\$5,291.11		
FICA Collected	\$3,888.27	\$3,888.27		
State Tax Collected	\$1,724.54	\$1,724.54		
County Tax Collected	\$490.16	\$490.16		
INDIANA Deferred Comp	\$1,863.12	\$1,863.12		
#125 Plan	\$1,260.34	\$1,260.34		
Health/Life Insurance	\$6.00	\$6.00		
PERF	\$1,334.13	\$1,334.13		
TOTAL RECEIPTS - ALL FUNDS.....			\$20,508.61	\$20,508.61

Register Of Claims
Jasper County Public Library
 Report Date: From 2/1/99 To 2/8/99

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17583	3076	ACE HARDWARE	OPERATING FUND	CLEANING & SANITATION SUP	\$26.10	2/8/99	Plastic sheeting for roof leaks- Demotte
Total this claim					<u>\$26.10</u>		
17584	3077	AMERICAN LIBRARY ASSN	OPERATING FUND	BOOKS	\$55.00	2/8/99	Book
			OPERATING FUND	BOOKS	\$9.00		
Total this claim					<u>\$64.00</u>		
17585	3078	AMERICAN LIBRARY ASSOCIA	OPERATING FUND	DUES	\$870.00	2/8/99	ALA Annual Membership;ALTA, PLA
Total this claim					<u>\$870.00</u>		
17586	3079	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$3,112.89	2/8/99	Jan & Feb '99 Health Ins. Premiums.
		#125 PLAN		SALARIES AND WAGES	\$3,307.03		13 Employees
Total this claim					<u>\$6,419.92</u>		
17587	3080	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$1,572.59	2/8/99	Books/A.V.
			OPERATING FUND	BOOKS	\$1,847.53		
			OPERATING FUND	BOOKS	\$1,035.83		
			OPERATING FUND	BOOKS	\$1,066.70		
			OPERATING FUND	BOOKS	\$244.07		
			OPERATING FUND	BOOKS	\$169.36		
			OPERATING FUND	BOOKS	\$72.78		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$64.62		
			OPERATING FUND	BOOKS	\$292.86		
			OPERATING FUND	BOOKS	\$243.75		
			OPERATING FUND	BOOKS	\$177.13		
			OPERATING FUND	BOOKS	\$30.26		
			OPERATING FUND	NONPRINTED MATERIALS	\$96.45		
Total this claim					<u>\$6,916.92</u>		
17588	3081	BANK ONE, TEXAS, NA	OPERATING FUND	EQUIPMENT	\$32.00	2/8/99	Safe Deposit Box Rental 1/22/99-1/21/0
Total this claim					<u>\$32.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17589	3082	BARNES & NOBLE	OPERATING FUND	BOOKS	\$44.46	2/8/99	Books & Audio Books
			OPERATING FUND	BOOKS	\$78.99		
			OPERATING FUND	BOOKS	\$91.46		
			OPERATING FUND	NONPRINTED MATERIALS	\$70.70		
				Total this claim	\$285.61		
17590	3083	BEST BUY CO., INC.	OPERATING FUND	NONPRINTED MATERIALS	\$901.35	2/8/99	Video's, CD-Roms, Fax Replacement
			OPERATING FUND	NONPRINTED MATERIALS	\$449.65		
			OPERATING FUND	NONPRINTED MATERIALS	\$926.36		
			OPERATING FUND	FURNITURE & EQUIPMENT	\$10.49		
				Total this claim	\$2,287.85		
17591	3084	BETTER CONTAINERS MFG. C	OPERATING FUND	LIBRARY SUPPLIES	\$160.22	2/8/99	Library Logo Bags-R,D,W
			OPERATING FUND	LIBRARY SUPPLIES	\$80.11		
			OPERATING FUND	LIBRARY SUPPLIES	\$80.11		
				Total this claim	\$320.44		
17592	3085	CITY OF RENSSELAER	OPERATING FUND	GAS	\$1,100.85	2/8/99	Rens. Utilities;12/07/98-01/11/99
			OPERATING FUND	ELECTRICITY	\$1,085.48		
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$89.55		
				Total this claim	\$2,326.03		
17593	3086	COLLEGE OF DuPAGE	OPERATING FUND	PROFESSIONAL MEETINGS	\$25.00	2/8/99	Periodical Database Teleconference
				Total this claim	\$25.00		
17594	3087	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$44.73	2/8/99	Mileage, Storytime Supplies, Film
			OPERATING FUND	LIBRARY SUPPLIES	\$10.56		
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$8.60		
				Total this claim	\$63.89		
17595	3088	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	2/8/99	Jan '99 Email Access
				Total this claim	\$20.00		
17596	3089	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	2/8/99	Water Cooler Rental Feb '99/Wheat
				Total this claim	\$9.95		
17597	3090	DAVID A. WARRAN	OPERATING FUND	BUILDING & STRUCTURES	\$255.00	2/8/99	Snow Removal;1/9, 1/11, 1/13, 1/19/99-Rens
				Total this claim	\$255.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17598	3091	DEMCO	OPERATING FUND	BOOKS	\$319.16	2/8/99	Video Cases, Book Covers & Pockets
			OPERATING FUND	NONPRINTED MATERIALS	\$171.83		
				Total this claim	\$490.99		
17599	3092	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$35.75	2/8/99	Mileage
				Total this claim	\$35.75		
17600	3093	DONNELLY TEXTILE SERVICE	OPERATING FUND	POSTAGE	\$20.15	2/8/99	UPS charges
				Total this claim	\$20.15		
17601	3094	GAIL JUNG	OPERATING FUND	POSTAGE	\$27.81	2/8/99	Rens. Petty Cash;Children's Program S
			OPERATING FUND	LIBRARY SUPPLIES	\$3.99		
				Total this claim	\$31.80		
17602	3095	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$22.10	2/8/99	Numerical Stamper, Silver Markers
				Total this claim	\$22.10		
17603	3096	HP PRODUCTS CORP.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$602.00	2/8/99	Salt, Vacuum Motor
			OPERATING FUND	REPAIR PARTS	\$86.35		
				Total this claim	\$688.35		
17604	3097	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$80.00	2/8/99	"Tell 'em Tales"-3/18/99
			OPERATING FUND	NONPRINTED MATERIALS	(\$10.61)		Saxon & Kros;less credit #50353
				Total this claim	\$69.39		
17605	3098	INGRAM	OPERATING FUND	BOOKS	\$2.99	2/8/99	Books
			OPERATING FUND	BOOKS	\$15.30		
			OPERATING FUND	BOOKS	\$12.53		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$3.72		
				Total this claim	\$39.92		
17606	3099	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$47.15	2/8/99	Books
			OPERATING FUND	BOOKS	\$6.38		
			OPERATING FUND	BOOKS	\$6.62		
				Total this claim	\$60.15		
17607	3100	JENNIFER L. EVERS	OPERATING FUND	TRAVELING EXPENSE	\$28.60	2/8/99	Mileage
				Total this claim	\$28.60		
17608	3101	JOURNAL AND COURIER	OPERATING FUND	PERIODICALS & NEWSPAPER	\$143.00	2/8/99	Subscriptions;Rens;2/17/99-2/15/00
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$182.00		Demotte;2/20/99-2/18/00
				Total this claim	\$325.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17609	3102	KEM'S TRUSTWORTHY HARD	OPERATING FUND	OTHER OPERATING SUPPLIE	\$103.92	2/8/99	Salt
				Total this claim	<u>\$103.92</u>		
17610	3103	KOLORTECH, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$432.38	2/8/99	90-4'Fluorescent Bulbs & Outdoor 250Par38 lights
				Total this claim	<u>\$432.38</u>		
17611	3104	LEANNE YORK	OPERATING FUND	CLEANING & SANITATION SUP	\$15.00	2/8/99	3 Magnetic Dusters
				Total this claim	<u>\$15.00</u>		
17612	3105	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$100.43	2/8/99	Postage, Mileage, Director's Mtg. Expen
			OPERATING FUND	POSTAGE	\$2.98		
			OPERATING FUND	PROFESSIONAL MEETINGS	\$15.67		
				Total this claim	<u>\$119.08</u>		
17613	3106	BAR CODE DISCOUNT WARE	OPERATING FUND	EQUIPMENT	\$95.06	2/8/99	Bar Code Wand and Keyboard Cable
				Total this claim	<u>\$95.06</u>		
17614	3107	MARKS HOME IMPROVEMENT	OPERATING FUND	BUILDING & STRUCTURES	\$1,165.00	2/8/99	Snow Removal/Salt Walks; Dem;1/7/99 - 1/15/99
				Total this claim	<u>\$1,165.00</u>		
17615	3108	MEDIA MARKETING GROUP	OPERATING FUND	BOOKS	\$75.00	2/8/99	Book
			OPERATING FUND	BOOKS	\$7.50		
				Total this claim	<u>\$82.50</u>		
17616	3109	NIPSCO	OPERATING FUND	GAS	\$1,498.92	2/8/99	Demotte Utilities; 12/15/98-1/19/99
			OPERATING FUND	ELECTRICITY	\$1,719.07		
				Total this claim	<u>\$3,217.99</u>		
17617	3110	PEGGY WOODS	OPERATING FUND	TRAVELING EXPENSE	\$7.15	2/8/99	Mileage
				Total this claim	<u>\$7.15</u>		
17618	3111	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$45.00	2/8/99	Wh-Snow Removal/Salt Walks 1/6/99-1/21/99
			OPERATING FUND	BUILDING & STRUCTURES	\$135.00		Dem-repair tile, put up plastic sheeting
				Total this claim	<u>\$180.00</u>		
17619	3112	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$792.00	2/8/99	2,000-.33;100-.22;100-.50; 100-.10;50-\$1.00
				Total this claim	<u>\$792.00</u>		
17620	3113	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$1,348.75	2/8/99	Dampers malfunctioning; recalibrated sensors, etc.@ Rens.
				Total this claim	<u>\$1,348.75</u>		

<i>Wa Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17621	3114	RENSSELAER LUMBER CO.	OPERATING FUND	BUILDING MATERIALS & SUPP	\$118.00	2/8/99	Ceiling tiles-Rens
				Total this claim	\$118.00		
17622	3115	RENSSELAER REPUBLICAN	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$161.58	2/8/99	Capital Projects Fund Ad 1/28 & 2/4/99;KV Post,RR
				Total this claim	\$161.58		
17623	3116	SALEM PRESS, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$250.00	2/8/99	Masterplots CD-Demotte
				Total this claim	\$250.00		
17624	3117	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$758.14	2/8/99	Transport Service 12/18/98,1/8, 1/15, 1/22/99
				Total this claim	\$758.14		
17625	3118	SPRINT	OPERATING FUND	TELEPHONE	\$112.01	2/8/99	Jan '99 Long Distance
			OPERATING FUND	TELEPHONE	\$47.33		Phones;R,D,W
			OPERATING FUND	TELEPHONE	\$13.23		
				Total this claim	\$172.57		
17626	3119	SUNCOAST #3009	OPERATING FUND	NONPRINTED MATERIALS	\$50.28	2/8/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$46.39		
			OPERATING FUND	NONPRINTED MATERIALS	\$90.15		
			OPERATING FUND	NONPRINTED MATERIALS	\$121.07		
			OPERATING FUND	NONPRINTED MATERIALS	\$97.69		
				Total this claim	\$405.58		
17627	3120	TERRY J. FERRELL	OPERATING FUND	BUILDING & STRUCTURES	\$165.00	2/8/99	Snow Removal-Wheat 1/5, 1/8, 1/11, 1/19/99
				Total this claim	\$165.00		
17628	3121	TIMESTEP PLAYERS	OPERATING FUND	OTHER PROFESSIONAL SERV	\$55.00	2/8/99	Children's Summer Reading Program
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$55.00		Deposits;D; 7/6/99
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$55.00		R;7/7/99, Wh;7/7/99
				Total this claim	\$165.00		
17629	3122	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$43.12	2/8/99	Dec '98 Sewer Service-Dem
				Total this claim	\$43.12		
17630	3123	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	2/8/99	Feb '99 Sewer Service-Wheat
				Total this claim	\$41.05		
17631	3124	TV CABLE OF RENSSELAER	OPERATING FUND	OTHER OFFICE SUPPLIES	\$8.99	2/8/99	Duster Spray/Keyboard Cleaner
				Total this claim	\$8.99		

War Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17632	3125	UPSTART	OPERATING FUND	LIBRARY SUPPLIES	\$139.24	2/8/99	Summer Reading & Children's Supplies; Bags, Stickers, Posters.
			OPERATING FUND	LIBRARY SUPPLIES	\$112.10		
			OPERATING FUND	LIBRARY SUPPLIES	\$241.56		
			Total this claim		\$492.90		
17633	3126	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$16.75	2/8/99	Rens.-After School & Storytime Craft Supplies
			Total this claim		\$16.75		
17636	3127	INDIANAPOLIS NEWSPAPERS,	OPERATING FUND	PERIODICALS & NEWSPAPER	\$93.60	2/8/99	Sunday edition 2/7/99-1/29/00
			Total this claim		\$93.60		
Total Amount of Claims					\$32,186.02		

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, February 03, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 6 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$32,186.02

Date this 8th day of February, 19 99.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

MAR

AGENDA

Revised 3/3/99

**Jasper County Public Library Board of Trustees Monthly Meeting
Monday, March 8, 1999, 7:00 PM
Rensselaer Library**

Purpose

General Board Meeting

Opening of meeting

Moment of silence

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of meeting (R 1 - R 2)
- B. Bills/Financial Reports (F)
- C. Salary Ordinance revisions (R 7)
- D. Workshop approval (R 21)
- E. Approval of policy revisions(R9-R11, R)

General Business

- A. DeMotte Sidewalk Project (R 21-22)
- B. Credit union proposal (R 23)
- C. Long range planning process
- D. Budget workshop (R 23)
- E. Board Development (R 23)
- F. Capital Projects Fund Plan (R 21)
- G. NILBA dinner, ILF Conference (R 26)

Discussion
Discussion
Action
Information
Discussion
Discussion
Information

Director's Report (R 21-R 26)

Discussion

Items for future Agendas

Public Forum

Adjournment

Minutes February 8, 1999
Meeting of the Jasper County Public Library Board
Rensselaer Library **7:00 PM**

Present: Anne-Marie Egan, Roger Walstra, Lynn Daugherty, Joan Floyd, Sue Deardorff, Don Abel. **Absent:** Jim Staton, Mark Heinig.

Public Hearing-Capital Projects Fund: The president allowed time for any citizen to voice their opinion regarding the library embarking on a Capital Projects Fund as advertised. As no one was in attendance wishing to be heard, the public hearing session was closed.

Agenda & Consent Agenda: S. Deardorff moved, seconded by D. Abel to approve the Agenda and Consent Agenda items including the January Minutes, Bills/Financial Reports, Wheatfield Cash Change increase, P. Woods to attend the Stress Management for Women Workshop, and the Circulation Policy, Internet Acceptable Use Policy, Public Purchase Policy, Library Employees Code of Ethics Policy as presented. Motion passed.

DeMotte/Rensselaer HVAC Systems: The library contracted with Precision Control in 1996 to handle all the maintenance of our HVAC systems for both libraries. Bob Jackson, Service Manager, and Jim Krol, Accounts Manager, for Precision Control reported that the design problems in the two buildings could not have been foreseen by design engineers. They noted that with any installation, the need to pipe around barriers does result in adjustments to the specifications.

Past and present problems with air conditioning were cited. Both libraries have had compressor breakdowns. Steps to rectify any further air conditioning failures are being taken. P.C. consulted with the Carrier representative and agreed to change calibrations for more effective use of A.C. We should get a minimum of 5-7 years' use. Successes at Rensselaer with the air compressor are being applied to the DeMotte system with adjustments for the distance between the air handler and compressor at that site, and correct the size of pipes to maintain the proper oil pressure for the distance traveled. The key is to keep the oil pressure at the level needed, thereby eliminating the need for the compressor to shut down on lack thereof. Each time it fails, the life of the air compressor is shortened. Calibrating a desirable set point based on outside temperatures asking for heat, free air, or air conditioner interaction will always be problematic.

Again, Rensselaer has had fewer heating problems and more easily correctable ones than at DeMotte. Cited were the distance to the Mechanical Equipment Room for maintaining the degree of heat needed, the pitch of the pipes, location of VAV, number of VAVs, etc. With a closed VAV system as the libraries have, the calibrations must be exact in order to function properly.

Precision Control agreed to do the engineering and research, and to explore solutions which might include the addition of VAVs at DeMotte, larger pipes to carry oil, baseboard heat at windows, etc. They will present their findings and offer a proposal for each problem.

Roof Leaks: After much dialog regarding the ice buildup on the roofs that caused ceiling leaks at DeMotte and Rensselaer, the board requested that local contractors first be asked for their opinions on the adequacy of insulation. If they felt uncomfortable because of the size of a building, we would seek outside sources for a study.

Rensselaer Librarians' Annual Reports: M. Bradley, Headquarters Librarian, gave a review of the many accomplishments and activities from the past year and the goals she and her staff will be working toward in the new year. The board received a copy of her report. J. Saxon, Children's Librarian, also gave a synopsis of 1998 Youth Services activities and goals for 1999. The board felt the Rensselaer staff is to be commended for their efforts and dedication in serving the public.

DeMotte Sidewalk Proposal: Town of DeMotte received a grant to extend the sidewalk from the Ninth & Halleck Streets to the Field of Dreams park. They asked to make the existing pathway along the southern part of the library a portion of that sidewalk, extending it to Birch Street and south and west. Citing the library's concern for liability because of bicycle use and maintenance of the 6' sidewalk, the board on a motion by S. Deardorff, seconded by A-M Egan, voted not to approve the Town of DeMotte's request relative to the Sidewalk Project. Vote was unanimous. The Library Director shall inform the town of the board's decision including the reasons.

CD-ROM/OnLine Workstations: On a motion by A-M Egan, seconded by S. Deardorff, the board moved to allow CD-ROM/online database workstations to operate without blocking software and to place signs indicating this change at each workstation. Motion passed.

Capital Projects Fund: After legal advertisement and a public hearing, the board voted on a motion by J. Floyd, seconded by A-M Egan, to adopt the Capital Projects Fund Plan for 2000-2002 and present it to the County Council for another public hearing and approval. Motion was unanimous.

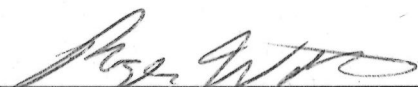
L. Daugherty shall send a cover letter along with the CPP, stressing the need to adopt the plan as presented.

LSTA Grant: The library was approved for Category 1, Y2K funding, in the amount of \$1657. The rest of the \$20,000 applied for are on hold until the State Library determines if some LSTA funds are still available from FY98 projects. A-M Egan moved, seconded by D. Abel, to accept the grant. Vote passed. Certificate of Resolution for the LSTA Grant is appended.

Gail Jung, Business Manager, explained the new financial reports to the Board.

With no other business to discuss, the meeting adjourned at 9:20 PM on a motion by A-M Egan, seconded by D. Abel.


Attest: Don Abel, Secretary


Roger Walstra, President

CIRCULATION BY PATRON CODE

February 1999

DEMOTTE RENSSELAER WHEATFIELD ALL LIBRARIES

PATRONS

	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total
Adult Male (0)	1136	11.8%	1214	12.6%	655	14.8%	3005	12.7%
Adult Female (1)	6004	62.5%	4971	51.4%	2587	58.6%	13562	57.3%
Juvenile 0-11 (2)	1135	11.8%	1619	16.7%	629	14.3%	3383	14.3%
YA 12-17 (3)	467	4.9%	563	5.8%	193	4.4%	1223	5.2%
Nonresident No Fee (4)	44	0.5%	270	2.8%	69	1.6%	383	1.6%
Board/Staff (5)	290	3.0%	538	5.6%	246	5.6%	1074	4.5%
School (6)	0	0.0%	18	0.2%	8	0.2%	26	0.1%
St. Joseph College (7)	0	0.0%	72	0.7%	0	0.0%	72	0.3%
State Library Card (8)	0	0.0%	4	0.0%	0	0.0%	4	0.0%
Nonresident Fee (9)	2	0.0%	19	0.2%	0	0.0%	21	0.1%
Corporate (10)	0	0.0%	69	0.7%	18	0.4%	87	0.4%
Reciprocal (11)	521	5.4%	314	3.2%	8	0.2%	843	3.6%
Total	9599		9671		4413		23683	
 Total items borrowed by nonresidents	 567	 5.9%	 697	 7.2%	 85	 1.9%	 1349	 5.7%

REGISTRATIONS

Borrowers--Start of month:	6380	6629	2608	15617
Borrowers--End of month:	6471	6728	2655	15854
 Non-resident, paying	 4	 18	 0	 22
PLAC card users	0	2	0	2
Reciprocal borrowers	198	125	8	331

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

February 1999

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
INTRALIBRARY LOANS FILLED	136	29	154	33	179	39	469	102
LOCAL HISTORY								
In person	4	1	5	1		0	9	3
Letters written		0	2	2		0	2	2
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	27	2	38	3	35	3	100	8
VCR Use	0	0	2	0	0	0	2	0
Microforms	0	0	37	5	0	0	37	5
CD ROM software used	58	5	96	8	1	0	155	13
Public use of FAX service	12	2	26	4	20	3	58	10
Typewriter use	2	0	6	0	2	0	10	1
Other equipment used	0	0	2	1	0	0	2	1
Dial-in OPAC access							<u>123</u>	
OTHER LIBRARY SERVICES USED								
Walking book visits	0	0	6	4	0	0	6	4
Notarized documents	3	1	3	1	1	0	7	2
Meeting Room Use (number of groups)	51	17	56	19	27	9	134	45
Study room use	21	2	4	0	2	0	27	2
INTERLIBRARY LOANS								
Requests made for:	57	14	50	13	30	8	137	34
Items rec'd for:	50	25	34	17	20	10	104	52
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0
PROGRAMS								
Programs for all ages		0		0		0	0	0
Children's Programs (0-13)	16	96	16	96	8	48	40	240
Number attending	412		218		92		722	
YA Programs (14-17)		0		0		0	0	0
Number attending							0	
Adult Programs	2	12	12	72		0	14	84
Number attending	72		42		16		130	

CIRCULATION BY ITEM FINE CODE
February 1999

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
000 (0)	67	39	49	155
100 (1)	84	94	24	202
200 (2)	53	49	22	124
300 (3)	289	220	114	623
400 (4)	14	10	0	24
500 (5)	79	63	16	158
600 (6)	652	451	224	1327
700 (7)	396	188	86	670
800 (8)	43	73	25	141
900 (9)	173	175	77	425
B (10)	106	148	58	312
j000 (11)	15	18	0	33
j100 (12)	4	12	3	19
j200 (13)	9	14	10	33
j300 (14)	95	99	32	226
j400 (15)	17	8	0	25
j500 (16)	167	205	145	517
j600 (17)	143	146	54	343
j700 (18)	175	142	66	383
j800 (19)	12	27	10	49
j900 (20)	99	142	40	281
jB (21)	53	73	31	157
FIC (22)	1515	1744	689	3948
yaFIC (23)	21	64	12	97
LARGE PRINT (24)	124	59	27	210
jFIC (25)	224	413	112	749
jE (26)	1850	1615	695	4160
jER (27)	665	250	286	1201
Magazines (28)	796	345	290	1431
Games/Toys (29)	0	7	0	7
Filmstrips (30)	0	0	0	0
Microforms (31)	0	0	0	0
Cassettes (32)	131	172	71	374
jCassettes (33)	91	97	16	204
Compact Discs (34)	153	256	198	607
jCompact Discs (35)	1	2	2	5
Sound Recordings (36)	4	39	5	48
jSound Recordings (37)	6	23	2	31
CD ROM Software (38)	37	88	24	149
Vertical File (39)	214	110	4	328
Equipment (40)	1	0	0	1
yapFIC (41)	104	106	61	271
jpFIC (42)	274	239	40	553
Reference (43)	0	4	1	5
Genealogy (44)	0	0	0	0
jMagazines (45)	81	21	29	131
VHS (46)	583	1356	628	2567
Computer software (47)	0	0	0	0
Internet usage (49)	177	359	138	674
Free reads	251	217	93	561
Puzzles			1	1
Talking books				0
Assignment shelf books				0
TOTAL	10048	9982	4510	24540

WHEATFIELD COLLECTION

MONTH
END

VOLUMES	TITLES
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
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99	99
100	100

XX

ADULT BOOKS

11825	10948	11778	10910	12969	12431	13015	12466	7603	7897	7676	7944	Fiction
14673	12031	14765	12120	19080	16934	19125	16958	7146	5775	7181	5806	Nonfiction

CHILDREN'S BKS

9013	8302	9044	8324	10920	10288	10988	10346	5863	5855	5905	5872	Fiction
5470	5109	5498	5133	7281	6866	7314	6881	3130	3183	3127	3183	Nonfiction

0 0 MAGAZINES, ADLT
0 0 MAGAZINES, CH

2	2	2	2	371	158	371	158	3	3	3	3	GRAPHIC MAT'L
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0 0 0 0 0 0 0 0 0 0 MICROFORMS

1158	1026	1180	1040	2300	1735	2316	1749	1219	1117	1239	1133	SOUND REC,ADULT
178	177	183	182	177	174	190	174	26	24	30	27	SOUND REC., CH
19	15	21	17	34	28	36	30	12	14	14	16	CD ROM SOFTWARE
4	2	4	-21	46	23	45	22	110	55	110	55	SOFTWARE

VERTICAL FILE											
1002	956	1039	975	1301	1250	1353	1292	749	687	785	705 VHS
1	1	1	1	1	1	1	1	0	0	0	0 EQUIPMENT

43345	38569	43515	38683	54480	49888	54754	50077	25861	24610	26070	24744	TOTAL
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[illegible]

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
Senior Citizen Programs	1	6	1	6		0	2	12
Number attending	15		5				20	
TOTAL NO. OF PROGRAMS	19	114	29	174	8	48	56	336
TOTAL PERSONS ATTENDING	499		265		108		872	
TOTAL STAFF HOURS SPENT		213		286		120		618
HOURS SPENT same month last yr.								0

Salary Ordinance 1999
March 1999 revisions

Name	Classification	Present Hrly Wage	Annual Salary	Hrs Worked	Library	Start Date	Raise Date(s)
Gudeman, Kelly	Page	5.25/5.50	\$1,704.00	6	R	2/26/98	Resigned 3/2
Weed, Kathryn	Lib Asst 2 (floater)	\$8.54	\$8,881.60	20	D,R,W		

Kelly Gudeman has resigned, effective March 2. Rensselaer is presently advertising for a new page.

Kathryn Weed is a new librarian with an MLS degree who has been hired to work as a substitute library assistant with the title: Multi-Department Assistant. She will work at all three libraries as needed, 20 hours per week. (Job Description R8)

Mike Henry

James M. Stator

Rebecca Egan

Ronald K. Abel

Mr. Wat

STAFF COMPLAINT POLICY

A complaint is an employee's feeling of dissatisfaction expressed on a signed statement and dealing with some aspect of his/her employment or with some decision affecting him/her.

The employee shall be free from restraint, coercion, discrimination, or reprisal for filing a complaint. The complaint may be concluded at any stage by mutual decision.

When more than one employee is part of a complaint, all employees who are party to the complaint shall be named on the written complaint statement. Individuals who subsequently wish to withdraw from the complaint shall notify the administration in writing.

No employee may file a complaint solely on behalf of another employee.

1. Employee problems of any nature are first handled informally by discussion with the immediate supervisor. If the problem remains after a sincere effort to find a solution, it may be handled through the following procedure:

A. The employee shall inform his/her immediate supervisor of the complaint in writing within two weeks of the informal discussion. The written statement must be signed by the complainant(s) and include the name of the complainant(s), date of the complaint, statement of the complaint, date discussed with supervisor, and the specific resolution desired by the complainant.

B. The supervisor will arrange a meeting with the complainant(s), the supervisor and the Director, normally within 10 working days of the receipt of the written Complaint Form. In a case where the Director is the immediate supervisor, the Director will choose a third employee to participate in the discussion. Change last sentence to: In a case where the Director is the immediate supervisor, the Director and complainant together will choose a third person to participate in the discussion.

C. The Director shall make a determination and furnish the complainant with a written response to the complaint within seven working days.

2. The decision of the Director shall be final except that the complainant may appeal a complaint determination to the Library Board when:
 1. The employee contends that Board policy has been erroneously interpreted or capriciously applied to his/her harm.
 2. The employee contends Board policy itself is unfair, inhumane or in violation of his/her human rights
 3. The employee expresses a concern with the ethics of assignments given in his/her job.

The appeal to the Board can only be made after internal complaint procedures have been exhausted, and must be made within 10 days of the Director's final determination. The appeal must be made in writing and must be made through the Library Director.

10/94; reviewed 10/95; 3/97; draft revision 3/99

FACSIMILE (FAX) MACHINE POLICY

Jasper County Public Library

The Fax machine will be used by staff when they need to communicate quickly with each other. It will also be used when a patron from one branch needs information available at another branch and does not wish to wait for it to be sent by transport.

LIBRARY MATERIALS FAXED BETWEEN LIBRARIES FOR PATRONS

There will be no charge for the first five pages of library materials faxed for a patron. If more than five pages are needed, the charge is 20 cents per page for the additional pages.

PATRON REQUESTS TO USE FAX SERVICE:

Library materials faxed to patrons' homes or businesses

JCPL patrons in good standing will be charged 30 cents per page to receive library materials by FAX. No flat fee will be charged.

Non-library materials faxed at patron request

Fax machines are available for patron use. Charges are as follows for sending or receiving transmissions for the public within the continental U.S.(regardless of whether transmissions incur long distance charges):

\$3.00 for the first page and 20 cents for each additional page

Any patron sending a FAX out of the U.S. will initially pay the above amount. Any additional costs will be charged to his/her library account.

Staff and Board members will be charged 20 cents per page for personal use of the FAX machine. No flat fee will be charged.

10/94; reviewed 10/95; 3/99; revised 3/96; 3/97

Long Range Planning Process

JCPL

1999

Basic Steps

1. Gather information (Staff responsibility)
 - ♦ Comparative statistics: our library compared to other Indiana libraries of comparable size/budget
 - ♦ Community needs
 - ♦ Population forecasts
2. Determine the library's basic mission, vision statement, values on which it will operate (Board responsibility)
3. Basic goals for next 3 - 5 years (Board responsibility)
4. Action plans which will allow library to reach goals; must be stated in a way that success can be *measured*. (Staff responsibility)
5. Board reviews action plans, sends back for revision if feels necessary, approves plan. (Board responsibility)

Many decisions must be made before the above planning process is implemented.

- ♦ What kinds of statistics are desired?
- ♦ What kinds of information should be sought on surveys?
- ♦ Should we use focus groups or just surveys?
- ♦ Who do we survey? Patrons. Staff. Community in general? Business groups such as Rotarys or Chambers of Commerce?
- ♦ How do we survey?
- ♦ Does the Board want to invite staff to work with them in determining mission, vision, values, goals? In what way?
- ♦ Will there be a series of evening meetings? A Weekend retreat?
- ♦ Will a facilitator be hired for portions of the committee work?
- ♦ Should a consultant be hired to guide the entire process?

- ♦ To what extent do we want community participation in the actual planning process?

Before the planning process can begin, a Preplanning Committee must decide the above types of issues. Should this be a board committee? Board with staff? Does the board want the staff to bring a proposal to them?

My proposal: Anne Marie is going to a workshop on library planning at the end of March. Between that workshop and the April board meeting, she and, perhaps, one or two other board members, would work with me and a couple staff to develop a proposal for a Planning Process for this year's long range planning.

JCPL FINANCIAL STATEMENT

February 28, 1999

		<u>Beginning 1999 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund		\$380,514.80	\$89,871.46	\$195,795.48	\$8,347.68	\$12,756.41	\$197,475.73
Investments	\$105,500.00						
Public Library Access Card Fund		\$110.00	\$0.00	\$110.00	\$0.00	\$23.00	\$23.00
Gift Fund		\$6,752.14	\$0.00	\$296.62	\$24.95	\$95.62	\$6,551.14
DeMotte		\$383.27	\$0.00	\$106.07	\$0.00	\$5.00	\$282.20
Rensselaer		\$5,944.50	\$0.00	\$190.55	\$24.95	\$90.62	\$5,844.57
Wheatfield		\$424.37	\$0.00	\$0.00	\$0.00	\$0.00	\$424.37
Library Improvement Reserve Fund		\$56,270.49	\$0.00	\$0.00	\$216.27	\$364.81	\$56,635.30
Bond & Interest Redemption Fund		\$94,798.85	\$0.00	\$0.00	\$0.00	\$0.00	\$94,798.85
Investments	\$94,500.00						
Host/Hospitality Fund		\$13.60	\$0.00	\$0.00	\$95.70	\$95.70	\$109.30
Oral History Grant Fund		\$71.11	\$0.00	\$0.00	\$0.00	\$0.00	\$71.11
Regional Borrowing Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levy Excess Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund		\$74.81	\$0.00	\$0.00	\$0.00	\$0.00	\$74.81
Indiana Technology Grant Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
State Technology Grant 1997		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash Funds		\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund		\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00
Payroll Withholding Accts.							
FIT Tax Collected		\$0.00	\$5,229.42	\$10,520.53	\$5,229.42	\$10,520.53	\$0.00
FICA Tax Collected		\$0.00	\$3,876.75	\$7,765.02	\$3,876.75	\$7,765.02	\$0.00
State Tax Collected		\$1,533.22	\$1,724.54	\$3,257.76	\$1,719.20	\$3,443.74	\$1,719.20
County Tax Collected		\$457.71	\$490.16	\$947.87	\$487.91	\$978.07	\$487.91
IN Deferred Comp.		\$0.00	\$1,916.06	\$3,779.18	\$1,916.06	\$3,779.18	\$0.00
#125 Plan		\$0.00	\$2,560.42	\$2,560.42	\$1,300.10	\$2,560.44	\$0.02
Employee Health Insur.		\$0.00	\$0.00	\$6.00	\$0.00	\$6.00	\$0.00
Employee P.E.R.F.		\$3,543.91	\$0.00	\$3,543.91	\$1,361.36	\$2,695.49	\$2,695.49
TOTAL ALL FUNDS.....		\$544,340.64	\$105,668.81	\$228,582.79	\$24,575.40	\$45,084.01	\$360,841.86

Bank Balances
Jasper County Public Library
Report as of: 2/28/99

<i>Bank</i>		
1	Peoples State Bank	\$92,081.10
2	Demotte State Bank	\$11,925.46
3	Bank One-LIRF	\$56,635.30
4	Cash on Hand	\$200.00
5		
6		
7	Pinnacle Bank CD #7121015842	\$200,000.00
8	Pinnacle Bank CD #7121015843	\$0.00

Total all banks = \$360,841.86

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

REPORT FOR REGISTER OF INVESTMENTS
OPEN INVESTMENTS AS OF 26 Feb 99

VAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
16 MAR 99	7121015842	PINNACLE BANK	92 DAYS	200000.00	4.86	OP-105500;8	15 DEC 98	.00	
		--TOTALS--		200000.00				.00	

REPORT FOR REGISTER OF INVESTMENTS
CLOSED INVESTMENTS AS OF 26 Feb 99

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
15 FEB 99	7121015483	PINNACLE BANK	62 DAYS	100000.00	4.86	OPERATING	15 DEC 98	837.00	CD#7121015843 is right
		--TOTALS--		100000.00				837.00	

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 2/1/99 To 2/28/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 SALARY OF LIBRARIAN	\$44,616.00	\$0.00	\$44,616.00	\$3,718.00	\$7,371.00	\$37,245.00	16.5
1.12 SALARY OF ASSISTANTS	\$577,199.00	\$0.00	\$577,199.00	\$45,287.33	\$90,751.30	\$486,447.70	15.7
1.13 WAGES OF JANITORS	\$37,616.00	\$0.00	\$37,616.00	\$2,971.60	\$5,941.38	\$31,674.62	15.8
1.21 EMPLOYER'S SHARE-FICA	\$50,447.00	\$0.00	\$50,447.00	\$3,876.75	\$7,765.02	\$42,681.98	15.4
1.22 UNEMPLOYMENT COMPENSAT	\$1,800.00	\$0.00	\$1,800.00	\$0.00	\$75.17	\$1,724.83	4.2
1.23 EMPLOYER'S CONTRIB.- PERF	\$27,942.00	\$0.00	\$27,942.00	\$0.00	\$5,906.46	\$22,035.54	21.1
1.24 EMPLOYER'S CONTRIB.- INS.	\$26,000.00	\$0.00	\$26,000.00	\$3,952.50	\$4,030.20	\$21,969.80	15.5
1.31 OTHER PERSONAL SERVICES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.0
Subtotal	\$767,120.00		\$767,120.00	\$59,806.18	\$121,840.53	\$645,279.47	15.9
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
2.12 STATIONERY AND PRINTING	\$700.00	\$0.00	\$700.00	\$0.00	\$87.85	\$612.15	12.6
2.13 OTHER OFFICE SUPPLIES	\$5,600.00	\$0.00	\$5,600.00	\$39.69	\$242.58	\$5,357.42	4.3
2.21 CLEANING & SANITATION SUP	\$3,400.00	\$0.00	\$3,400.00	\$41.10	\$389.75	\$3,010.25	11.5
2.22 FUEL, OIL & LUBRICANTS	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	0.0
2.23 OTHER OPERATING SUPPLIES	\$4,000.00	\$0.00	\$4,000.00	\$1,138.30	\$1,173.83	\$2,826.17	29.3
2.31 BUILDING MATERIALS & SUPP	\$1,000.00	\$0.00	\$1,000.00	\$118.00	\$132.99	\$867.01	13.3
2.32 PAINT AND PAINTING SUPPLIE	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.33 REPAIR PARTS	\$500.00	\$0.00	\$500.00	\$86.35	\$86.35	\$413.65	17.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.41 LIBRARY SUPPLIES	\$5,500.00	\$0.00	\$5,500.00	\$844.64	\$844.64	\$4,655.36	15.4
2.42 AUTOMATION SUPPLIES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
Subtotal	\$24,370.00		\$24,370.00	\$2,268.08	\$2,957.99	\$21,412.01	12.1
<i>3. Other Services and Charge</i>							
3.11 CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.12 ENGINEERING & ARCH. SERVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.13 LEGAL SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.14 OTHER PROFESSIONAL SERVI	\$8,000.00	\$0.00	\$8,000.00	\$165.00	\$165.00	\$7,835.00	2.1
3.21 TELEPHONE	\$12,000.00	\$0.00	\$12,000.00	\$980.08	\$1,899.86	\$10,100.14	15.8
3.22 POSTAGE	\$6,000.00	\$0.00	\$6,000.00	\$842.94	\$842.94	\$5,157.06	14.0
3.23 TRAVELING EXPENSE	\$5,500.00	\$0.00	\$5,500.00	\$216.66	\$472.60	\$5,027.40	8.6
3.24 PROFESSIONAL MEETINGS	\$7,200.00	\$0.00	\$7,200.00	\$120.67	\$2,805.28	\$4,394.72	39.0
3.25 FREIGHT	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.0
3.26 NETWORKING	\$24,000.00	\$0.00	\$24,000.00	\$807.40	\$1,594.80	\$22,405.20	6.6
3.31 ADVERTISING & PUBLIC NOTIC	\$1,100.00	\$0.00	\$1,100.00	\$161.58	\$161.58	\$938.42	14.7
3.32 OTHER PRINTING	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.0
3.41 OFFICIAL BONDS	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
3.42 OTHER INSURANCE	\$14,500.00	\$0.00	\$14,500.00	\$0.00	\$1,259.00	\$13,241.00	8.7
3.51 GAS	\$29,000.00	\$0.00	\$29,000.00	\$3,637.33	\$3,852.53	\$25,147.47	13.3
3.52 ELECTRICITY	\$51,000.00	\$0.00	\$51,000.00	\$4,339.81	\$5,171.83	\$45,828.17	10.1
3.53 WATER	\$1,000.00	\$0.00	\$1,000.00	\$100.30	\$134.95	\$865.05	13.5
3.54 WASTE DISPOSAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$255.02	\$386.19	\$2,113.81	15.4
3.61 BUILDING & STRUCTURES	\$35,000.00	\$0.00	\$35,000.00	\$3,113.75	\$5,967.65	\$29,032.35	17.1
3.62 EQUIPMENT	\$12,000.00	\$0.00	\$12,000.00	\$95.06	\$95.06	\$11,904.94	0.8

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.71 REAL ESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 EQUIPMENT	\$240.00	\$0.00	\$240.00	\$41.95	\$51.90	\$188.10	21.6
3.91 DUES	\$2,600.00	\$0.00	\$2,600.00	\$870.00	\$870.00	\$1,730.00	33.5
3.92 INTEREST ON TEMPORARY LO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.93 TAXES & ASSESSMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.94 TRANSFER TO LIRF	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.0
3.95 SERVICE CONTRACTS	\$12,038.00	\$0.00	\$12,038.00	\$758.14	\$1,481.78	\$10,556.22	12.3
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.97 INTERVIEWING & MOVING EXP	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.98 MAINTENANCE CONTRACTS	\$41,500.00	\$0.00	\$41,500.00	\$0.00	\$3,644.00	\$37,856.00	8.8
Subtotal	\$308,298.00		\$308,298.00	\$16,505.69	\$30,856.95	\$277,441.05	10.0
<i>4. Capital Outlays</i>							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3 IMPROVEMENTS OTHER THAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$29,000.00	\$70.00	\$29,070.00	\$10.49	\$3,030.80	\$26,039.20	10.4
4.51 BOOKS	\$150,000.00	\$0.00	\$150,000.00	\$7,601.11	\$18,899.00	\$131,101.00	12.6
4.52 PERIODICALS & NEWSPAPERS	\$24,000.00	\$0.00	\$24,000.00	\$418.60	\$2,186.85	\$21,813.15	9.1
4.53 NONPRINTED MATERIALS	\$58,000.00	\$0.00	\$58,000.00	\$3,261.31	\$16,023.36	\$41,976.64	27.6
Subtotal	\$261,000.00	\$70.00	\$261,070.00	\$11,291.51	\$40,140.01	\$220,929.99	15.4
Grand Total	\$1,360,788.00	\$70.00	\$1,360,858.00	\$89,871.46	\$195,795.48	\$1,165,062.52	14.4

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Changes to Appropriations

<i>Date</i>	<i>Fund Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Reason</i>
2/22/98	100	4.4	\$70.00	Symantec's PC Anywhere-Rebate

Register of Claims
Jasper County Public Library

Report Date: From 2/1/99 To 2/28/99

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17583	3076	ACE HARDWARE	OPERATING FUND	CLEANING & SANITATION SUP	\$26.10	2/8/99	Plastic sheeting for roof leaks- Demotte
Total this claim					<u>\$26.10</u>		
17584	3077	AMERICAN LIBRARY ASSN	OPERATING FUND	BOOKS	\$55.00	2/8/99	Book
			OPERATING FUND	BOOKS	\$9.00		
Total this claim					<u>\$64.00</u>		
17585	3078	AMERICAN LIBRARY ASSOCIA	OPERATING FUND	DUES	\$870.00	2/8/99	ALA Annual Membership;ALTA, PLA
Total this claim					<u>\$870.00</u>		
17586	3079	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$3,859.50	2/8/99	Jan & Feb '99 Health Ins. Premiums.
		#125 PLAN		SALARIES AND WAGES	\$2,560.42		13 Employees
Total this claim					<u>\$6,419.92</u>		
17587	3080	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$1,572.59	2/8/99	Books/A.V.
			OPERATING FUND	BOOKS	\$1,847.53		
			OPERATING FUND	BOOKS	\$1,035.83		
			OPERATING FUND	BOOKS	\$1,066.70		
			OPERATING FUND	BOOKS	\$244.07		
			OPERATING FUND	BOOKS	\$169.36		
			OPERATING FUND	BOOKS	\$72.78		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$64.62		
			OPERATING FUND	BOOKS	\$292.86		
			OPERATING FUND	BOOKS	\$243.75		
			OPERATING FUND	BOOKS	\$177.13		
			OPERATING FUND	BOOKS	\$30.26		
			OPERATING FUND	NONPRINTED MATERIALS	\$96.45		
Total this claim					<u>\$6,916.92</u>		
17588	3081	BANK ONE, TEXAS, NA	OPERATING FUND	EQUIPMENT	\$32.00	2/8/99	Safe Deposit Box Rental 1/22/99-1/21/0
Total this claim					<u>\$32.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17589	3082	BARNES & NOBLE	OPERATING FUND	BOOKS	\$44.46	2/8/99	Books & Audio Books
			OPERATING FUND	BOOKS	\$78.99		
			OPERATING FUND	BOOKS	\$91.46		
			OPERATING FUND	NONPRINTED MATERIALS	\$70.70		
				Total this claim	\$285.61		
17590	3083	BEST BUY CO., INC.	OPERATING FUND	NONPRINTED MATERIALS	\$901.35	2/8/99	Video's,CD-Roms, Fax Replacement
			OPERATING FUND	NONPRINTED MATERIALS	\$449.65		
			OPERATING FUND	NONPRINTED MATERIALS	\$926.36		
			OPERATING FUND	FURNITURE & EQUIPMENT	\$10.49		
				Total this claim	\$2,287.85		
17591	3084	BETTER CONTAINERS MFG. C	OPERATING FUND	LIBRARY SUPPLIES	\$160.22	2/8/99	Library Logo Bags-R,D,W
			OPERATING FUND	LIBRARY SUPPLIES	\$80.11		
			OPERATING FUND	LIBRARY SUPPLIES	\$80.11		
				Total this claim	\$320.44		
17592	3085	CITY OF RENSSELAER	OPERATING FUND	GAS	\$1,100.85	2/8/99	Rens. Utilities;12/07/98-01/11/99
			OPERATING FUND	ELECTRICITY	\$1,085.48		
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$89.55		
				Total this claim	\$2,326.03		
17593	3086	COLLEGE OF DuPAGE	OPERATING FUND	PROFESSIONAL MEETINGS	\$25.00	2/8/99	Periodical Database Teleconference
				Total this claim	\$25.00		
17594	3087	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$44.73	2/8/99	Mileage, Storytime Supplies, Film
			OPERATING FUND	LIBRARY SUPPLIES	\$10.56		
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$8.60		
				Total this claim	\$63.89		
17595	3088	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	2/8/99	Jan '99 Email Access
				Total this claim	\$20.00		
17596	3089	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	2/8/99	Water Cooler Rental Feb '99/Wheat
				Total this claim	\$9.95		
17597	3090	DAVID A. WARRAN	OPERATING FUND	BUILDING & STRUCTURES	\$255.00	2/8/99	Snow Removal;1/9, 1/11, 1/13, 1/19/99-Rens
				Total this claim	\$255.00		

<i>Warra Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17598	3091	DEMCO	OPERATING FUND	BOOKS	\$319.16	2/8/99	Video Cases, Book Covers & Pockets
			OPERATING FUND	NONPRINTED MATERIALS	\$171.83		
				Total this claim	\$490.99		
17599	3092	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$35.75	2/8/99	Mileage
				Total this claim	\$35.75		
17600	3093	DONNELLY TEXTILE SERVICE	OPERATING FUND	POSTAGE	\$20.15	2/8/99	UPS charges
				Total this claim	\$20.15		
17601	3094	GAIL JUNG	OPERATING FUND	POSTAGE	\$27.81	2/8/99	Rens. Petty Cash;Children's Program S
			OPERATING FUND	LIBRARY SUPPLIES	\$3.99		
				Total this claim	\$31.80		
17602	3095	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$22.10	2/8/99	Numerical Stamper, Silver Markers
				Total this claim	\$22.10		
17603	3096	HP PRODUCTS CORP.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$602.00	2/8/99	Salt, Vacuum Motor
			OPERATING FUND	REPAIR PARTS	\$86.35		
				Total this claim	\$688.35		
17604	3097	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$80.00	2/8/99	"Tell 'em Tales"-3/18/99 Saxon & Kros;less credit #50353
			OPERATING FUND	NONPRINTED MATERIALS	(\$10.61)		
				Total this claim	\$69.39		
17605	3098	INGRAM	OPERATING FUND	BOOKS	\$2.99	2/8/99	Books
			OPERATING FUND	BOOKS	\$15.30		
			OPERATING FUND	BOOKS	\$12.53		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$3.72		
				Total this claim	\$39.92		
17606	3099	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$47.15	2/8/99	Books
			OPERATING FUND	BOOKS	\$6.38		
			OPERATING FUND	BOOKS	\$6.62		
				Total this claim	\$60.15		
17607	3100	JENNIFER L. EVERS	OPERATING FUND	TRAVELING EXPENSE	\$28.60	2/8/99	Mileage
				Total this claim	\$28.60		
17608	3101	JOURNAL AND COURIER	OPERATING FUND	PERIODICALS & NEWSPAPER	\$143.00	2/8/99	Subscriptions;Rens;2/17/99-2/15/00 Demotte;2/20/99-2/18/00
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$182.00		
				Total this claim	\$325.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17609	3102	KEM'S TRUSTWORTHY HARD	OPERATING FUND	OTHER OPERATING SUPPLIE	\$103.92	2/8/99	Salt
				Total this claim	<u>\$103.92</u>		
17610	3103	KOLORTECH, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$432.38	2/8/99	90-4'Fluorescent Bulbs & Outdoor 250Par38 lights
				Total this claim	<u>\$432.38</u>		
17611	3104	LEANNE YORK	OPERATING FUND	CLEANING & SANITATION SUP	\$15.00	2/8/99	3 Magnetic Dusters
				Total this claim	<u>\$15.00</u>		
17612	3105	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$100.43	2/8/99	Postage, Mileage, Director's Mtg. Expen
			OPERATING FUND	POSTAGE	\$2.98		
			OPERATING FUND	PROFESSIONAL MEETINGS	\$15.67		
				Total this claim	<u>\$119.08</u>		
17613	3106	BAR CODE DISCOUNT WARE	OPERATING FUND	EQUIPMENT	\$95.06	2/8/99	Bar Code Wand and Keyboard Cable
				Total this claim	<u>\$95.06</u>		
17614	3107	MARKS HOME IMPROVEMENT	OPERATING FUND	BUILDING & STRUCTURES	\$1,165.00	2/8/99	Snow Removal/Salt Walks; Dem;1/7/99 - 1/15/99
				Total this claim	<u>\$1,165.00</u>		
17615	3108	MEDIA MARKETING GROUP	OPERATING FUND	BOOKS	\$75.00	2/8/99	Book
			OPERATING FUND	BOOKS	\$7.50		
				Total this claim	<u>\$82.50</u>		
17616	3109	NIPSCO	OPERATING FUND	GAS	\$1,498.92	2/8/99	Demotte Utilities; 12/15/98-1/19/99
			OPERATING FUND	ELECTRICITY	\$1,719.07		
				Total this claim	<u>\$3,217.99</u>		
17617	3110	PEGGY WOODS	OPERATING FUND	TRAVELING EXPENSE	\$7.15	2/8/99	Mileage
				Total this claim	<u>\$7.15</u>		
17618	3111	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$45.00	2/8/99	Wh-Snow Removal/Salt Walks 1/6/99-1/21/99
			OPERATING FUND	BUILDING & STRUCTURES	\$135.00		Dem-repair tile, put up plastic sheeting
				Total this claim	<u>\$180.00</u>		
17619	3112	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$792.00	2/8/99	2,000-.33;100-.22;100-.50; 100-.10;50-\$1.00
				Total this claim	<u>\$792.00</u>		
17620	3113	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$1,348.75	2/8/99	Dampers malfunctioning; recalibrated sensors, etc.@ Rens.
				Total this claim	<u>\$1,348.75</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17621	3114	RENSSELAER LUMBER CO.	OPERATING FUND	BUILDING MATERIALS & SUPP	\$118.00	2/8/99	Ceiling tiles-Rens
				Total this claim	<u>\$118.00</u>		
17622	3115	RENSSELAER REPUBLICAN	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$161.58	2/8/99	Capital Projects Fund Ad 1/28 & 2/4/99;KV Post,RR
				Total this claim	<u>\$161.58</u>		
17623	3116	SALEM PRESS, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$250.00	2/8/99	Masterplots CD-Demotte
				Total this claim	<u>\$250.00</u>		
17624	3117	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$758.14	2/8/99	Transport Service 12/18/98, 1/8, 1/15, 1/22/99
				Total this claim	<u>\$758.14</u>		
17625	3118	SPRINT	OPERATING FUND	TELEPHONE	\$112.01	2/8/99	Jan '99 Long Distance
			OPERATING FUND	TELEPHONE	\$47.33		Phones;R,D,W
			OPERATING FUND	TELEPHONE	\$13.23		
				Total this claim	<u>\$172.57</u>		
17626	3119	SUNCOAST #3009	OPERATING FUND	NONPRINTED MATERIALS	\$50.28	2/8/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$46.39		
			OPERATING FUND	NONPRINTED MATERIALS	\$90.15		
			OPERATING FUND	NONPRINTED MATERIALS	\$121.07		
			OPERATING FUND	NONPRINTED MATERIALS	\$97.69		
				Total this claim	<u>\$405.58</u>		
17627	3120	TERRY J. FERRELL	OPERATING FUND	BUILDING & STRUCTURES	\$165.00	2/8/99	Snow Removal-Wheat 1/5, 1/8, 1/11, 1/19/99
				Total this claim	<u>\$165.00</u>		
17628	3121	TIMESTEP PLAYERS	OPERATING FUND	OTHER PROFESSIONAL SERV	\$55.00	2/8/99	Children's Summer Reading Program
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$55.00		Deposits;D; 7/6/99
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$55.00		R;7/7/99, Wh;7/7/99
				Total this claim	<u>\$165.00</u>		
17629	3122	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$43.12	2/8/99	Dec '98 Sewer Service-Dem
				Total this claim	<u>\$43.12</u>		
17630	3123	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	2/8/99	Feb '99 Sewer Service-Wheat
				Total this claim	<u>\$41.05</u>		
17631	3124	TV CABLE OF RENSSELAER	OPERATING FUND	OTHER OFFICE SUPPLIES	\$8.99	2/8/99	Duster Spray/Keyboard Cleaner
				Total this claim	<u>\$8.99</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17632	3125	UPSTART	OPERATING FUND	LIBRARY SUPPLIES	\$139.24	2/8/99	Summer Reading & Children's Supplies; Bags, Stickers, Posters.
			OPERATING FUND	LIBRARY SUPPLIES	\$112.10		
			OPERATING FUND	LIBRARY SUPPLIES	\$241.56		
			Total this claim		\$492.90		
17633	3126	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$16.75	2/8/99	Rens.-After School & Storytime Craft Supplies
			Total this claim		\$16.75		
17636	3127	INDIANAPOLIS NEWSPAPERS,	OPERATING FUND	PERIODICALS & NEWSPAPER	\$93.60	2/8/99	Sunday edition 2/7/99-1/29/00
			Total this claim		\$93.60		
0	3128	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	2/10/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$22,262.06		
			OPERATING FUND	WAGES OF JANITORS	\$1,418.93		
			Total this claim		\$25,539.99		
17637	3129	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$958.03	2/10/99	Withheld from 10 Feb 99 Payroll- Daugherty,Kooy,Kopanda, Schulenberg,Stringfellow, Woods,Fagen,Filson
			Total this claim		\$958.03		
0	3130	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,904.06	2/11/99	FICA & FED Taxes Withheld- EFT Transfer,Ref #54882705
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,904.06		
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,542.92		
			Total this claim		\$6,351.04		
17638	3131	SPRINT	OPERATING FUND	TELEPHONE	\$496.54	2/10/99	Rens.Telephone Local-Feb.
			OPERATING FUND	NETWORKING	\$787.40		
			Total this claim		\$1,283.94		
17639	3132	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$148.53	2/10/99	DeMotte Telephones-Feb 1999
			Total this claim		\$148.53		
0	3133	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,724.54	2/19/99	State & County Tax Withheld -January Payroll, Verif #22, Ref. #14610
			CO TAX COLLECTED	SALARIES AND WAGES	\$490.16		
			Total this claim		\$2,214.70		
0	3134	JASPER COUNTY PUBLIC LIB	OPERATING FUND INV	TRANSFER TO OPERATING F	100,000.00	2/16/99	CD#7121015843 Matured-63 day
			Total this claim		\$100,000.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	3135	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	2/25/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,025.27		
			OPERATING FUND	WAGES OF JANITORS	\$1,552.67		
				Total this claim	\$26,436.94		
17640	3136	ANTHEM LIFE	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$93.00	2/25/99	Life Ins.-19 empl.,3/1/99 premium Evers-2/1/99 premium
				Total this claim	\$93.00		
17641	3137	CITY OF RENSSELAER	OPERATING FUND	GAS	\$805.10	2/25/99	Rens. Utilities;1/11 - 2/8/99
			OPERATING FUND	ELECTRICITY	\$954.38		
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$81.30		
				Total this claim	\$1,890.93		
17642	3138	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$958.03	2/25/99	Withheld from Payroll 25 Feb '99 Daugherty,Kooy,Woods,Filson,Fagen, Schulenberg,Stringfellow,Kopanda
				Total this claim	\$958.03		
17643	3139	NIPSCO	OPERATING FUND	GAS	\$232.46	2/25/99	Wheatfield Utilities;1/13 - 2/11/99
			OPERATING FUND	ELECTRICITY	\$580.88		
				Total this claim	\$813.34		
17644	3140	SPRINT	OPERATING FUND	TELEPHONE	\$162.44	2/25/99	Wheatfield Local Telephone-Feb '99
				Total this claim	\$162.44		
0	3141	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,972.69	2/25/99	FICA & Federal Tax Withheld,
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,972.69		EFT Transfer-2/26/99,
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,686.50		Ref.#56179557
				Total this claim	\$6,631.88		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$205,668.81

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, February 26, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 8 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$205,668.81

Date this 8th day of March, 19 99.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JASPER COUNTY PUBLIC LIBRARY

Receipt Breakdown

February 28, 1999

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
F & FEES:			\$2,273.98	\$4,339.17
DeMotte	\$804.92	\$1,553.57		
Rensselaer	\$1,032.93	\$1,798.30		
Wheatfield	\$436.13	\$987.30		
PHOTOCOPIES:			\$661.91	\$1,123.15
DeMotte	\$272.00	\$452.20		
Rensselaer	\$322.61	\$506.40		
Wheatfield	\$67.30	\$164.55		
CARDS:			\$88.00	\$140.00
DeMotte	\$20.00	\$42.00		
Rensselaer	\$50.00	\$72.00		
Wheatfield	\$18.00	\$26.00		
COMPUTER DISKS:			\$0.70	\$7.00
INTEREST:			\$1,232.09	\$3,056.09
TAXES:			\$0.00	\$0.00
Property Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
Local Option/Certified Shares	\$0.00	\$0.00		
Local Option/Property Tax Repl.	\$0.00	\$0.00		
State Distribution	\$0.00	\$0.00		
REFUNDS:			\$4,091.00	\$4,091.00
Insurance Refund	\$1,139.00	\$1,139.00		
Elron Software Refund	\$2,882.00	\$2,882.00		
PC Anywhere Rebate	\$70.00	\$70.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
TOTAL OPERATING FUND RECEIPTS:			\$8,347.68	\$12,756.41
PLAC FUND:			\$0.00	\$23.00
GIFT FUNDS:			\$24.95	\$95.62
DeMotte	\$0.00	\$5.00		
Rensselaer	\$24.95	\$90.62		
Wheatfield	\$0.00	\$0.00		
LIBRARY IMPROVEMENT FUND:			\$216.27	\$364.81
BOND & INTEREST REDEMPTION FUN			\$0.00	\$0.00
Property Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:			\$95.70	\$95.70
ORAL HISTORY GRANT FUND:			\$0.00	\$0.00
RECIPROCAL BORROWING:			\$0.00	\$0.00
LEVY EXCESS FUND:			\$0.00	\$0.00
SAVING FUND:			\$0.00	\$0.00
INDIANA TECHNOLOGY GRANT FUND:			\$0.00	\$0.00
STATE TECHNOLOGY GRANT 1997:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$0.00	\$0.00
CASH CHANGE FUND			\$0.00	\$0.00
SUB-TOTAL (page 1):			\$8,684.60	\$13,335.54

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
WITHHOLDING ACCOUNT FUNDS:			\$15,890.80	\$31,748.47
FIT Tax Collected	\$5,229.42	\$10,520.53		
FICA Collected	\$3,876.75	\$7,765.02		
State Tax Collected	\$1,719.20	\$3,443.74		
County Tax Collected	\$487.91	\$978.07		
INDIANA Deferred Comp	\$1,916.06	\$3,779.18		
#125 Plan	\$1,300.10	\$2,560.44		
Health/Life Insurance	\$0.00	\$6.00		
PERF	\$1,361.36	\$2,695.49		
TOTAL RECEIPTS - ALL FUNDS			\$24,575.40	\$45,084.01

Register of Claims
Jasper County Public Library

Report Date: From 3/1/99 To 3/8/99

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17645	3143	ACE HARDWARE	OPERATING FUND	FURNITURE & EQUIPMENT	\$69.98	3/8/99	2 Portable Heaters-Demotte
				Total this claim	\$69.98		
17646	3144	ALA/BOOKLINKS	OPERATING FUND	PERIODICALS & NEWSPAPER	\$52.95	3/8/99	Book Links;3 yr Subscription-R
				Total this claim	\$52.95		
17647	3145	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$99.00	3/8/99	Feb '99 Service Agreement
				Total this claim	\$99.00		
17648	3146	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$921.79	3/8/99	Books & AV Material
			OPERATING FUND	BOOKS	\$973.69		
			OPERATING FUND	BOOKS	\$418.13		
			OPERATING FUND	BOOKS	\$347.85		
			OPERATING FUND	BOOKS	\$272.14		
			OPERATING FUND	BOOKS	\$14.00		
			OPERATING FUND	BOOKS	\$13.65		
			OPERATING FUND	BOOKS	\$72.82		
			OPERATING FUND	BOOKS	\$17.48		
			OPERATING FUND	BOOKS	\$21.95		
			OPERATING FUND	BOOKS	\$102.15		
			OPERATING FUND	BOOKS	\$131.60		
			OPERATING FUND	BOOKS	\$102.15		
			OPERATING FUND	BOOKS	\$35.00		
			RENSSELAER GIFT FU	BOOKS	\$16.77		
			OPERATING FUND	NONPRINTED MATERIALS	\$9.59		
			HOST/HOSPITALITY F	BOOKS	\$95.70		
				Total this claim	\$3,566.46		
17649	3147	BEST BUY CO., INC.	OPERATING FUND	NONPRINTED MATERIALS	\$616.59	3/8/99	CD's, Videos, CD Roms
			OPERATING FUND	NONPRINTED MATERIALS	(\$7.00)		
			OPERATING FUND	FURNITURE & EQUIPMENT	(\$20.00)		
				Total this claim	\$589.59		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17650	3148	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$14.68	3/8/99	Books
			OPERATING FUND	BOOKS	\$4.19		
			OPERATING FUND	BOOKS	\$4.19		
			OPERATING FUND	BOOKS	\$3.70		
				Total this claim	\$26.76		
17651	3149	BOILER & PRESSURE VESSEL	OPERATING FUND	BUILDING & STRUCTURES	\$24.00	3/8/99	Inspection 2/22/99;Dem & Ren
			OPERATING FUND	BUILDING & STRUCTURES	\$24.00		
				Total this claim	\$48.00		
17652	3150	AMER. LIBRARY ASSOCIATIO	OPERATING FUND	PERIODICALS & NEWSPAPER	\$69.50	3/8/99	Booklist Annual Subscription 6/1/99 - 5/00;Dem
				Total this claim	\$69.50		
17653	3151	BRODART CO.	OPERATING FUND	NONPRINTED MATERIALS	\$107.63	3/8/99	Genre Labels, Cassette Binders
			OPERATING FUND	BOOKS	\$9.51		
				Total this claim	\$117.14		
17654	3152	CAMPBELL PRINTING COMPA	OPERATING FUND	OTHER PRINTING	\$43.90	3/8/99	Notecards
				Total this claim	\$43.90		
17655	3153	CARILLON FOUNDATION FOR	OPERATING FUND	PROFESSIONAL MEETINGS	\$45.00	3/8/99	Midwest Volunteer Conf.;4/29/99 P. Stringfellow
				Total this claim	\$45.00		
17656	3154	CHELSEA HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$119.52	3/8/99	Books
			OPERATING FUND	BOOKS	\$44.92		
			OPERATING FUND	BOOKS	\$124.62		
				Total this claim	\$289.06		
17657	3155	CHILD'S WORLD	OPERATING FUND	BOOKS	\$148.68	3/8/99	Books
			OPERATING FUND	BOOKS	\$588.74		
				Total this claim	\$737.42		
17658	3156	CLEMENT COMMUNICATIONS	OPERATING FUND	PERIODICALS & NEWSPAPER	\$28.00	3/8/99	Supervisor's Guide to Emplmnt. Prac. 3/22/99 - 3/19/00;Shared Subscript.
			HOST/HOSPITALITY F	PERIODICALS & NEWSPAPER	\$84.06		
				Total this claim	\$112.06		
17659	3157	CONSUMER ELECTRONICS S	OPERATING FUND	EQUIPMENT	\$92.00	3/8/99	Replace motor on Satellite
				Total this claim	\$92.00		
17660	3158	COURTYARD BY MARRIOTT	OPERATING FUND	PROFESSIONAL MEETINGS	\$94.35	3/8/99	Single room Jen Evers;4/8/99 Conf. #83549712
				Total this claim	\$94.35		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17661	3159	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	3/8/99	Water & Mar '99 Cooler Rental-Wheat
			OPERATING FUND	WATER	\$29.70		
				Total this claim	\$39.65		
17662	3160	DAVID A. WARRAN	OPERATING FUND	BUILDING & STRUCTURES	\$100.00	3/8/99	Snow Removal;2/7/99 Salted Sidewalks;2/24/99-Rens.
				Total this claim	\$100.00		
17663	3161	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$9.95	3/8/99	Books
			OPERATING FUND	BOOKS	\$1.25		
				Total this claim	\$11.20		
17664	3162	DEMCO	OPERATING FUND	LIBRARY SUPPLIES	\$75.69	3/8/99	Browser cards, Video browsers, Hangup
			OPERATING FUND	LIBRARY SUPPLIES	\$48.47		Acrylic display frames.
			OPERATING FUND	NONPRINTED MATERIALS	\$515.59		
				Total this claim	\$639.75		
17665	3163	DIANA KOOY	OPERATING FUND	INTERFUND TRANSFERS	\$10.00	3/8/99	Wheatfield Petty Cash Increase per Boa
				Total this claim	\$10.00		
17666	3164	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$17.55	3/8/99	Mileage
				Total this claim	\$17.55		
17667	3165	DIANE OPOLSKI	OPERATING FUND	TRAVELING EXPENSE	\$14.30	3/8/99	Mileage; ASK Committee
				Total this claim	\$14.30		
17668	3166	DUMAS & MORIARTY	OPERATING FUND	LEGAL SERVICES	\$275.00	3/8/99	Legal Services;telephone conferences
				Total this claim	\$275.00		
17669	3167	EDUCATORS PROGRESS SER	OPERATING FUND	BOOKS	\$32.95	3/8/99	Continuation Books
			OPERATING FUND	BOOKS	\$32.95		
			OPERATING FUND	BOOKS	\$32.95		
			OPERATING FUND	BOOKS	\$11.85		
				Total this claim	\$110.70		
17670	3168	ELLISON EDUCATIONAL EQUI	OPERATING FUND	LIBRARY SUPPLIES	\$41.75	3/8/99	Diecuts/Megaphone-R;Guitar-D;
			OPERATING FUND	LIBRARY SUPPLIES	\$36.75		Record-W
			OPERATING FUND	LIBRARY SUPPLIES	\$31.75		
				Total this claim	\$110.25		
17671	3169	FACTS ON FILE, INC.	OPERATING FUND	BOOKS	\$34.11	3/8/99	Books
			OPERATING FUND	BOOKS	\$34.11		
			OPERATING FUND	BOOKS	\$4.78		
				Total this claim	\$73.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17672	3170	FASE'S WATER TREATMENT	OPERATING FUND	BUILDING MATERIALS & SUPP	\$78.75	3/8/99	Redout;1/9/99 & 2/15/99
				Total this claim	\$78.75		
17673	3171	DEMOTTE OFFICE SUPPLY	OPERATING FUND	OTHER OFFICE SUPPLIES	\$14.27	3/8/99	Rubber Bands, Labels, Post-it Notes
				Total this claim	\$14.27		
17674	3172	FRED PRYOR SEMINARS	OPERATING FUND	PROFESSIONAL MEETINGS	\$79.00	3/8/99	4/16/99;Stress Management for Women
				Total this claim	\$79.00		
17675	3173	GALE GROUP	OPERATING FUND	BOOKS	\$137.75	3/8/99	Contemporary Authors
			OPERATING FUND	BOOKS	\$7.37		
				Total this claim	\$145.12		
17676	3174	GROLIER PUBLISHING COMP	OPERATING FUND	BOOKS	\$148.93	3/8/99	Books
			OPERATING FUND	BOOKS	\$228.55		
			OPERATING FUND	BOOKS	\$189.00		
				Total this claim	\$566.48		
17677	3175	GTI	OPERATING FUND	AUTOMATION SUPPLIES	\$415.20	3/8/99	20,000 Bar Code Labels
				Total this claim	\$415.20		
17678	3176	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$157.19	3/8/99	Correction tape, Fax Cartridge, Laminat
				Total this claim	\$157.19		
17679	3177	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$436.61	3/8/99	M-folds, Paper Towels, Trash Bags, Ju
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$114.83		
				Total this claim	\$551.44		
17680	3178	INDIANA CHAMBER OF COMM	OPERATING FUND	BOOKS	\$69.00	3/8/99	Book-Wage & Hour Issues
			OPERATING FUND	BOOKS	\$5.00		
				Total this claim	\$74.00		
17681	3179	INGRAM	OPERATING FUND	BOOKS	\$7.77	3/8/99	Books
			OPERATING FUND	BOOKS	\$33.89		
			OPERATING FUND	BOOKS	\$42.70		
			OPERATING FUND	BOOKS	\$40.04		
			OPERATING FUND	BOOKS	\$13.12		
			OPERATING FUND	BOOKS	\$7.17		
			OPERATING FUND	BOOKS	\$4.78		
			OPERATING FUND	BOOKS	\$4.78		
			OPERATING FUND	BOOKS	\$11.30		
				Total this claim	\$165.55		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17682	3180	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$90.31	3/8/99	Books
			OPERATING FUND	BOOKS	\$34.37		
			OPERATING FUND	BOOKS	\$9.58		
			OPERATING FUND	BOOKS	\$7.99		
			OPERATING FUND	BOOKS	\$13.97		
				Total this claim	\$156.22		
17683	3181	KEM'S TRUSTWORTHY HARD	OPERATING FUND	BUILDING & STRUCTURES	\$9.55	3/8/99	Electrical Supplies for Outlet
				Total this claim	\$9.55		
17684	3182	LANDMARK AUDIOBOOKS	OPERATING FUND	NONPRINTED MATERIALS	\$1,274.00	3/8/99	Annual Audiobook Lease
			OPERATING FUND	NONPRINTED MATERIALS	\$661.50		
			OPERATING FUND	NONPRINTED MATERIALS	\$661.50		
				Total this claim	\$2,597.00		
17685	3183	LOWELL PUBLIC LIBRARY	OPERATING FUND	FURNITURE & EQUIPMENT	\$400.00	3/8/99	2 Toshiba Laptop Computers
				Total this claim	\$400.00		
17686	3184	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$106.28	3/8/99	Mileage
				Total this claim	\$106.28		
17687	3185	M.E. SHARPE INC. PUBLISHER	OPERATING FUND	BOOKS	\$450.00	3/8/99	Books
			OPERATING FUND	BOOKS	\$27.00		
				Total this claim	\$477.00		
17688	3186	MAGIC ATTIC CLUB	OPERATING FUND	LIBRARY SUPPLIES	\$28.95	3/8/99	Magic Attic Club/After School Program Rensselaer;4/7/99
				Total this claim	\$28.95		
17689	3187	MIDWEST FREEZE-DRY, LTD.	OPERATING FUND	OTHER PROFESSIONAL SERV	\$127.26	3/8/99	Vacuum Freeze-Dry;23 books
				Total this claim	\$127.26		
17690	3188	MILLBROOK PRESS	OPERATING FUND	BOOKS	\$33.22	3/8/99	Books
			OPERATING FUND	BOOKS	\$85.45		
			OPERATING FUND	BOOKS	\$9.49		
				Total this claim	\$128.16		
17691	3189	NIPSCO	OPERATING FUND	GAS	\$934.04	3/8/99	DeMotte Utilities;1/19 - 2/18/99
			OPERATING FUND	ELECTRICITY	\$1,578.69		
				Total this claim	\$2,512.73		
17692	3190	NORTHWEST COMMUNICATIO	OPERATING FUND	NETWORKING	\$1,623.87	3/8/99	Network Cabling-Wheatfield
				Total this claim	\$1,623.87		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17693	3191	OFFICE DEPOT	OPERATING FUND	NONPRINTED MATERIALS	\$119.00	3/8/99	Circulating CD Rom Zipper Pouches
				Total this claim	\$119.00		
17694	3192	ON CUE #6106	OPERATING FUND	BOOKS	\$4.95	3/8/99	Books
			OPERATING FUND	BOOKS	\$4.95		
			OPERATING FUND	BOOKS	\$11.25		
			OPERATING FUND	BOOKS	\$11.25		
			OPERATING FUND	BOOKS	\$11.25		
				Total this claim	\$43.65		
17695	3193	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$120.00	3/8/99	Install insulation & tile, change lights-D
				Total this claim	\$120.00		
17696	3194	POSTMASTER	OPERATING FUND	EQUIPMENT	\$44.00	3/8/99	Post Office Box/Annual Fee-Demotte
				Total this claim	\$44.00		
17697	3195	POST TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$80.60	3/8/99	Annual Subscription; 2/99 - 2/00;Ren
				Total this claim	\$80.60		
17698	3196	PRECISION CONTROL SYSTE	OPERATING FUND	MAINTENANCE CONTRACTS	\$1,115.00	3/8/99	Maint. Agreement;Mar-May '99;D & R
			OPERATING FUND	BUILDING & STRUCTURES	\$858.00		Adjust Dampers, Reset Temp.,Install te
				Total this claim	\$1,973.00		
17699	3197	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$1,346.55	3/8/99	Index cards, shredder, contact paper,
			OPERATING FUND	NONPRINTED MATERIALS	\$89.50		tape, folders, inkjet cartridges, toner,
			OPERATING FUND	BOOKS	\$101.94		copy paper, legal pads, binders.
				Total this claim	\$1,537.99		
17700	3198	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$70.80	3/8/99	Audio Books
				Total this claim	\$70.80		
17701	3199	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	3/8/99	Books
			OPERATING FUND	BOOKS	\$17.98		
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$4.47		
				Total this claim	\$49.42		
17702	3200	RENEE CARR	OPERATING FUND	TRAVELING EXPENSE	\$14.30	3/8/99	Mileage
				Total this claim	\$14.30		
17703	3201	RENSSELAER LUMBER CO.	OPERATING FUND	BUILDING MATERIALS & SUPP	\$88.50	3/8/99	Ceiling Tiles
				Total this claim	\$88.50		
17704	3202	RID	OPERATING FUND	POSTAGE	\$7.77	3/8/99	UPS
				Total this claim	\$7.77		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17705	3203	SAYLER CONSTRUCTION, INC	OPERATING FUND	BUILDING & STRUCTURES	\$324.00	3/8/99	Removal of ice from roof-Ren
				Total this claim	<u>\$324.00</u>		
17706	3204	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$804.20	3/8/99	Transport Service;1/29 -2/19/99
				Total this claim	<u>\$804.20</u>		
17707	3205	SELECTVIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$149.70	3/8/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$8.60		
				Total this claim	<u>\$158.30</u>		
17708	3206	SIMON & SCHUSTER SCHOOL	OPERATING FUND	BOOKS	\$1,050.00	3/8/99	Books
			OPERATING FUND	BOOKS	\$44.00		
				Total this claim	<u>\$1,094.00</u>		
17709	3207	SMILEMAKERS	OPERATING FUND	LIBRARY SUPPLIES	\$13.78	3/8/99	50 pencils/Summer Reading Supplies
			OPERATING FUND	LIBRARY SUPPLIES	\$27.55		
			OPERATING FUND	LIBRARY SUPPLIES	\$41.32		
				Total this claim	<u>\$82.65</u>		
17710	3208	STECK-VAUGHN COMPANY	OPERATING FUND	BOOKS	\$35.96	3/8/99	Books
			OPERATING FUND	BOOKS	\$20.99		
			OPERATING FUND	BOOKS	\$190.36		
			OPERATING FUND	BOOKS	\$14.84		
				Total this claim	<u>\$262.15</u>		
17711	3209	T.C. & M., INC.	OPERATING FUND	BUILDING & STRUCTURES	\$866.50	3/8/99	Repair to lighting inside & outside-Ren
				Total this claim	<u>\$866.50</u>		
17712	3210	THINK TANK INFORMATION S	OPERATING FUND	FURNITURE & EQUIPMENT	\$59.10	3/8/99	Network HUB to PC
				Total this claim	<u>\$59.10</u>		
17713	3211	THE TIMES-PORTER EDITION	OPERATING FUND	PERIODICALS & NEWSPAPER	\$143.52	3/8/99	Annual Subscription;3/99 - 3/00;Wheat
				Total this claim	<u>\$143.52</u>		
17714	3212	THE TIMES-WESTLAKE EDITI	OPERATING FUND	PERIODICALS & NEWSPAPER	\$226.20	3/8/99	Annual Subscription;3/99 - 3/00;Ren
				Total this claim	<u>\$226.20</u>		
17715	3213	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$43.12	3/8/99	Jan '99 Sewer service-Demotte
				Total this claim	<u>\$43.12</u>		
17716	3214	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	3/8/99	Mar '99 Sewer service-Wheatfield
				Total this claim	<u>\$41.05</u>		
17717	3215	TYSEN'S COUNTRY GROCER	OPERATING FUND	CLEANING & SANITATION SUP	\$86.15	3/8/99	Pledge, Sno Bol, Air Freshener, Lysol, Glass cleaner
				Total this claim	<u>\$86.15</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17718	3216	U S WEST THE DIRECTORY S	OPERATING FUND	BOOKS	\$118.55	3/8/99	Chicago Yellow & White Pages-Dem
			OPERATING FUND	BOOKS	\$8.30		
				Total this claim	\$126.85		
17719	3217	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$154.00	3/8/99	Collection Agency;11/10/98-1/22/99
				Total this claim	\$154.00		
17720	3218	VIKING OFFICE PRODUCTS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$36.01	3/8/99	Crosscut shredder, shredder bags,
			OPERATING FUND	FURNITURE & EQUIPMENT	\$83.89		silver markers
			OPERATING FUND	FURNITURE & EQUIPMENT	\$83.90		
			OPERATING FUND	FURNITURE & EQUIPMENT	\$83.90		
				Total this claim	\$287.70		
17721	3219	WAL-MART STORES, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$34.90	3/8/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$34.90		
			OPERATING FUND	NONPRINTED MATERIALS	\$68.61		
				Total this claim	\$138.41		
17722	3220	WALL STREET JOURNAL	OPERATING FUND	PERIODICALS & NEWSPAPER	\$299.00	3/8/99	2 yr. Subscription;5/99 - 5/01;Demotte
				Total this claim	\$299.00		
17723	3221	WICK'S AIR FILTER SERVICE,	OPERATING FUND	OTHER OPERATING SUPPLIE	\$354.88	3/8/99	Air Filters
				Total this claim	\$354.88		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$27,569.40

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, March 02, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 9 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$27,569.40

Date this _____ day of _____, 19____.

_____	_____	_____
_____	_____	_____
_____	_____	_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

APR.

AGENDA

**Jasper County Public Library Board of Trustees Monthly Meeting
Monday, April 12, 1999, 7:00 PM
Rensselaer Library**

Purpose

General Board Meeting

Opening of meeting

Moment of silence

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of meeting (R 1 - R 2)
- B. Bills/Financial Reports (F)
- C. Salary Ordinance revisions (R 7)
- D. Workshop approval (R 23)
- E. Approval of Personnel policy revisions (R9-R11-17)
- F. Elimination of unused funds (R 23)

General Business

- A. NICCL Consortium contract (R24-25)
- B. PLA Planning Workshop (R 23)
- C. Long range planning process (R 23,R19-20)
- D. Board Development (R 23)
- E. Disposal of library property (R 25)

Action
Information
Action
Discussion
Action

Director's Report (R 23-R 26)

Discussion

Items for future Agendas

Public Forum

Adjournment

Minutes March 8, 1999
Meeting of the Jasper County Public Library Board
Rensselaer Library
7:00 PM

Present: Anne-Marie Egan, Roger Walstra, Lynn Daugherty, Jim Staton, Mark Heinig, Don Abel. **Absent:** Joan Floyd, Sue Deardorff.

Agenda & Consent Agenda: J. Staton moved, seconded by A-M Egan, to approve the Agenda and Consent Agenda items including the February Minutes, Bills/Financial Reports, Salary Ordinance changes, Workshop approval for P. Stringfellow to attend Northwest Volunteer Conference, and Staff Complaint Policy and the Fax Policy as presented. Motion passed.

LaPorter Credit Union Membership: LaPorter Credit Union is enlarging their field of membership and offering the library an opportunity to join. A-M Egan made a motion to offer employees, board members, and volunteers the opportunity to become members of the LaPorter Credit Union. Motion passed. The library board must sign a charter to affiliate with the LaPorter Credit Union if there is any interest in participation.

Long-Range Pre-planning: A committee of board and staff will be formed to determine the methodology, facilitator needs, participants for survey vs. focus groups or both, statistic use, etc. for pre-planning of the Five Year Plan, 2000-2004. S. Deardorff and J. Floyd will be asked if they would participate on behalf of the board. L. Daugherty and two other staff will also work on the committee.

Budget Workshop: A-M Egan will attend the SBA Annual Budget Workshop on May 18th at the Lake County Public Library along with the director and business manager.

Capital Projects Plan: The JCPL Capital Projects Plan is on the County Council's March 16th agenda. The public attending will be given the opportunity to speak in favor or in opposition to our request. R. Walstra, J. Staton and D. Abel affirmed their intent to attend and give their support for the plan. Other board members are encouraged to attend.

Board Development: It was the consensus of the board to discuss the Dan Cain exercise on board/director responsibilities at the next meeting.

DeMotte Sidewalk Project: The Town of DeMotte proposed to extend the sidewalk along Ninth Street and Birch Street across library parking and landscaping to the park. This would reduce parking spaces on Birch Street, result in a steeper drive, and loss of shrubbery. The board reviewed the original proposal presented at the February Meeting and considered slight alterations to the plan. The board approved the Town of DeMotte's proposal to incorporate the sidewalk extension along the south side of the library as referenced by the 3/8/99 diagram by the Abonmarche Group, with a request to add shrubbery at the bend in the sidewalk and between the southeast corner of the building to the parking lot sidewalk access to increase safety, on a motion by A-M Egan. D. Abel seconded the motion. J. Staton abstained from the vote noting conflict of interest. Motion passed unanimously.

Director's Report: Revenues generated, as a result of the library's decision to contract with Unique Management Collection Agency, have increased more than \$1400 in the past 4 months, compared to the same period last year. In fact, since the library's first public announcement of their decision to contract with a collection agency, last June, receipts from fines and fees have been more than \$4,000 above receipts for the same period the year before. Patrons are apparently returning materials more quickly for fear that they will be turned over for collection. On accounts sent to Unique Management for collection, patrons have returned materials worth \$507 and paid \$490 in fines.

ILF Annual Conference: Reservation will be made for J. Staton to attend the Trustee sessions at ILF on Friday, April 9th at the Indianapolis Convention Center.

With no other business to discuss, the meeting adjourned at 8:05 PM on a motion by D. Abel, seconded by A-M Egan.


Attest: Don Abel, Secretary


Roger Walstra, President

R4

CIRCULATION BY PATRON CODE **March 1999**

	DEMOTTE		RENSSELAER		WHEATFIELD		ALL LIBRARIES	
PATRONS	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total
Adult Male (0)	1301	13.0%	1449	13.9%	720	17.1%	3470	14.1%
Adult Female (1)	5887	58.7%	5510	52.8%	2499	59.3%	13896	56.3%
Juvenile 0-11 (2)	1530	15.2%	1615	15.5%	425	10.1%	3570	14.5%
YA 12-17 (3)	496	4.9%	543	5.2%	156	3.7%	1195	4.8%
Nonresident No Fee (4)	56	0.6%	292	2.8%	49	1.2%	397	1.6%
Board/Staff (5)	299	3.0%	497	4.8%	278	6.6%	1074	4.4%
School (6)	0	0.0%	16	0.2%	3	0.1%	19	0.1%
St. Joseph College (7)	0	0.0%	90	0.9%	0	0.0%	90	0.4%
State Library Card (8)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Nonresident Fee (9)	1	0.0%	22	0.2%	0	0.0%	23	0.1%
Corporate (10)	0	0.0%	44	0.4%	79	1.9%	123	0.5%
Reciprocal (11)	464	4.6%	356	3.4%	5	0.1%	825	3.3%
Total	10034		10434		4214		24682	
Total items borrowed by nonresidents	521	5.2%	776	7.4%	57	1.4%	1354	5.5%

REGISTRATIONS

Borrowers--Start of month:	6471	6728	2655	15854
Borrowers--End of month:	6579	6813	2691	16083
Non-resident, paying	2	14	0	16
PLAC card users	0	2	0	2
Reciprocal borrowers	203	129	9	341

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

March 1999

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
INTRALIBRARY LOANS FILLED	146	32	164	36	217	47	527	114
LOCAL HISTORY								
In person	5	1	19	5		0	24	7
Letters written	1	1	7	7		0	8	8
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	18	2		0	47	4	65	5
VCR Use	0	0	2	0	0	0	2	0
Microforms	0	0	68	9	0	0	68	9
CD ROM software used	57	5	29	2	2	0	88	7
Online articles retrieved							88	1
Public use of FAX service	12	2	31	5	34	6	77	13
Typewriter use	1	0	3	0	2	0	6	0
Other equipment used	0	0	0	0	0	0	0	0
Dial-in OPAC access							<u>11</u>	
OTHER LIBRARY SERVICES USED								
Walking book visits	0	0	7	5	1	1	8	5
Notarized documents	2	1	1	0	3	1	6	2
Meeting Room Use (number of groups)	59	20	42	14	27	9	128	43
Study room use	24	2	5	0	9	1	38	3
INTERLIBRARY LOANS								
Requests made for:	47	12	46	12	5	1	98	25
Items rec'd for:	51	26	59	30	17	9	127	64
Items requested by other libraries							0	
Items supplied to other libraries		0		0		0	0	0
PROGRAMS								
Programs for all ages	1	6	1	6		0	2	12
Children's Programs (0-13)	17	102	20	120	13	78	50	300
Number attending	320		201		90		611	
YA Programs (14-17)	2	12	1	6		0	3	18
Number attending	61		4				65	
Adult Programs	2	12	15	90	2	12	19	114
Number attending	65		84		24		173	

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
Senior Citizen Programs	1	6	6	36		0	7	42
Number attending	15		13				28	
TOTAL NO. OF PROGRAMS	22	132	42	252	15	90	79	474
TOTAL PERSONS ATTENDING	461		302		114		877	
TOTAL ATTENDING same month last yr.	271		264		152		687	
TOTAL STAFF HOURS SPENT		240		383		168		792
HOURS SPENT same month last yr.		283		360		220		863

CIRCULATION BY ITEM FINE CODE
March 1999

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
000 (0)	68	59	32	159
100 (1)	77	61	32	170
200 (2)	66	70	28	164
300 (3)	249	297	122	668
400 (4)	4	10	8	22
500 (5)	121	57	16	194
600 (6)	720	455	211	1386
700 (7)	352	246	80	678
800 (8)	55	59	19	133
900 (9)	202	170	73	445
B (10)	116	139	45	300
j000 (11)	31	24	1	56
j100 (12)	6	8	3	17
j200 (13)	13	26	32	71
j300 (14)	76	120	26	222
j400 (15)	111	15	1	127
j500 (16)	376	297	95	768
j600 (17)	162	148	89	399
j700 (18)	155	181	67	403
j800 (19)	41	13	12	66
j900 (20)	88	85	30	203
jB (21)	67	56	27	150
FIC (22)	1788	1795	697	4280
yaFIC (23)	31	80	19	130
LARGE PRINT (24)	124	35	24	183
jFIC (25)	272	403	87	762
jE (26)	1347	1686	726	3759
jER (27)	466	268	136	870
Magazines (28)	921	424	255	1600
Games/Toys (29)	0	10	0	10
Filmstrips (30)	0	0	0	0
Microforms (31)	0	0	0	0
Cassettes (32)	119	213	66	398
jCassettes (33)	95	76	28	199
Compact Discs (34)	158	221	130	509
jCompact Discs (35)	5	2	3	10
Sound Recordings (36)	17	60	3	80
jSound Recordings (37)	10	17	7	34
CD ROM Software (38)	54	105	38	197
Vertical File (39)	177	220	2	399
Equipment (40)	0	2	0	2
yapFIC (41)	175	134	39	348
jpFIC (42)	359	299	37	695
Reference (43)	51	65	18	134
Genealogy (44)	0	2	0	2
jMagazines (45)	94	15	15	124
VHS (46)	707	1575	735	3017
Computer software (47)	0	0	0	0
Internet usage (49)	201	374	117	692
Free reads	345	301	108	754

Puzzles			2	2
Talking books		17		17
Assignment shelf books				0
TOTAL	10672	10995	4341	26008

WHEATFIELD COLLECTION

MONTH
END

TITLES

ADULT BOOKS

7676	7944	7725	7972	Fiction
7181	5806	7203	5832	Nonfiction

CHILDREN'S BKS

9044	8324	9068	8342	10988	10346	11064	10415
5498	5133	5596	5214	7314	6881	7356	6914

5905	5872	5936	5891	Fiction
3127	3183	3155	3201	Nonfiction

0 0 MAGAZINES, ADLT
0 0 MAGAZINES, CH

2 2 2 2 371 158 371 158

3 3 3 3 GRAPHIC MAT'L

0 0 0 0 0 0 0 0

0 0 MICROFORMS

1180	1040	1197	1056	2316	1749	2320	1753
183	182	184	183	190	174	194	174
21	17	21	17	36	30	36	30
4	2	4	2	45	22	46	23

1239	1133	1246	1141	SOUND REC.,ADULT
30	27	30	28	SOUND REC., CH
14	16	14	16	CD ROM SOFTWARE
110	55	110	55	SOFTWARE

VERTICAL FILE

1039	975	1039	975	1353	1292	1353	1292
1	1	1	1	1	1	1	1

785	705	785	705	VHS
0	0	0	0	EQUIPMENT

43515	38706	43926	38925	54754	50077	55193	50440	26070	24744	26207	24844	TOTAL
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[illegible]

SALARY ORDINANCE UPDATE

4/99

Name	Classification	Present Hrly Wage	Annual Salary	Hrs Worked	Library	Start Date
Feicht, Emily	Page	5.25/5.50	\$2,135.00	10	R	3/24/99
Woodruff, Courtney	Page	5.25/5.50	\$2,080.00	10	R	3/30/99

Emily and Courtney are taking the places of Tricia Huhn (resigned 4/1/99) and Amber Baggerly (resigned 3/2/99).

Approved April 12, 1999.

Susan Oeardoff
Jean A. Floyd
Gene Marie Egan
Myra W. H. H.

James M. Staton
Ronald K. Reed

MEMORANDUM

Personnel Policy

Summary: The Policy Committee recommends the following changes in the Personnel Policy. You have been given only those pages in the policy for which changes are recommended. The entire policy may be found on pages 109-120 of your Board Handbook.

- ♦ Throughout the policy, the term "*probationary*" has been changed to "*orientation*". This change protects our "employer-at-will" status, since "probation" tends to indicate that the person has a more secure employment status at the end of it. In fact, at the end of the orientation period, a performance evaluation is given, a person's salary may increase (depending on his/her classification) and s/he may be credited with vacation days (if s/he works the requisite 32 hours per week), but s/he may still be fired "at-will" with or without cause.
- ♦ Administration & Management section, item #5: Change the director evaluation from March to October. That change was made several years ago, but we evidently overlooked changing the policy.
- ♦ 7.4: remove the word "or" from the end of the sentence.
- ♦ Salary Classification: make provisions for having an MLS librarian in a professional position which does *not* have major supervisory responsibility.

As background for the last change, Library Specialist 1 and Library Specialist II are for persons with no college degrees, but years of experience and expertise and responsibility for certain areas of library service which, in a larger library, would be handled by MLS librarians.

Special Services Librarian is a position filled only by Sharon Schulenberg who has a bachelor's degree and 30 years experience, but no library certification and is not responsible for a building or a major department. She does, however, administer the interlibrary loan program, is an excellent reference "librarian", is involved in program planning and has other professional duties. Her salary scale is the same as the Specialist II.

Librarian 1 is for someone like Jackie Saxon who has a bachelor's degree *and* Indiana library certification and total responsibility for administering the youth services program.

Librarian 2, then, is for Leanne York and Michelle Bradley who each manage a library, and Jen Evers, Technical Services Librarian. They have their MLS (masters' in library science) and Indiana library certification. We want this category to also apply to someone with an MLS and certification

who may not have that level of *supervisory* responsibility but still has *professional* responsibility. This would apply to Patty Stringfellow when she finishes her degree. It would not apply to Kathryn Weed who is doing the work normally expected of a Library Assistant 2, although she has an MLS degree.

14.4 Meetings: We need vouchers a day earlier than stated here to be included in bills paid

15.2 Travel expenses: the policy needs to be changed to reflect the board decision made in January to pay at the IRS-approved level.

16 Appropriate dress: Staff wants the term changed from "dress-down days" to "casual days".

18 Discipline: We have been very careful to be vague in saying what kind of discipline will be employed, stating that each situation will be handled on an individual basis. We did this on advice of our attorney who said that if we get specific, an employee could hold us to it, even when it is not the appropriate response in a particular situation. The last sentence may be interpreted as limiting the types of formal discipline to be imposed. I think we would do well to eliminate that listing.

Vote: To revise the Personnel Policy as presented by the Policy Committee.

PERSONNEL POLICY

DEFINITIONS

1. **Exempt employees** are those who are not covered by the terms of the Fair Labor Standards Act.
2. **The Board of Directors** of the Jasper County Public Library will hereinafter be referred to as "The Board".
3. **The Jasper County Public Library** will hereinafter be referred to as "JCPL".
4. **Certified employees** are defined as any employees holding or qualifying for any of the five Indiana Library Certification levels.
5. **Non-certified employees** are defined as any employees not holding or qualifying for any of the five Indiana Library Certification levels.
6. A **work week** is defined as Sunday through Saturday.
7. **Overtime** is defined as any time worked over 40 hours per week.
8. **The orientation period** is the first six months of employment, during which a new employee must satisfactorily demonstrate the ability to perform his/her duties.

ADMINISTRATION AND MANAGEMENT

1. The administration and direction of all employees shall be the responsibility of the Director or his/her designee. Hiring of new personnel, promotions, dismissals shall be under the Director's jurisdiction except where the Board has indicated restrictions. The employment of the Director shall be the responsibility of the Board.
2. JCPL is an Equal Opportunity employer and selection of employees is based solely on merit.
3. All employees are employees at will and can be terminated at any time without notice.
4. JCPL shall observe Indiana Library State Certification requirements.

5. Each employee will be evaluated annually in writing. New employees will also be evaluated upon completion of their orientation period. The Director will be evaluated annually in March change to October.
6. Close relatives of Board members or the staff shall not be employed by the Library.

SALARIES

1. This salary policy will be reviewed annually to determine whether the classification plan fairly reflects the kind and level of positions needed to effectively operate the library. In 2000, the review will also determine whether salary ranges are still fair and equitable. Salary obligations made by the Board or by the Director are contingent upon sufficient revenues of the Library.
2. The Board is responsible for determining the amount of money to be budgeted for salaries and setting the salary of the Director.
3. The Director is responsible for determining the job classification and salary amounts for each employee subject to board review.
4. Explanation of Schedule

4.1 Each position includes several steps within the minimum and maximum stated amounts. New employees will normally be hired at Step 1 in the appropriate classification. The time required to the next step is as follows:

First six months : Step 1	After 5 years: Step 7
Second six months: Step 2	After 6 years: Step 8
After 1 year: Step 3	After 7 years: Step 9
After 2 years: Step 4	After 8 years: Step 10
After 3 years: Step 5	After 9 years: Step 11
After 4 years: Step 6	

4.2 The first six months of employment is an orientation period, a trial omit: trial period designed to determine if the employee is suited to the job and capable of satisfactorily performing the work assigned.

After an employee has been employed for six months, s/he will be evaluated. A satisfactory rating upon completion of the six-month orientation period will qualify the individual as a regular employee. S/he will then advance from Step 1 to Step 2 in the salary scale. An unsatisfactory rating at any time during the orientation period may result in immediate termination. Thereafter, advances in steps will be awarded in January.

4.3 By January, an employee must have spent at least 4 months in a 6-month step or 8 months in a 12 month step before being eligible to advance to the next step. Otherwise, the employee remains in his/her present step until the following January.

5. Longevity

An employee who reaches the highest classification step will receive a 25 cents per hour longevity pay increase each year, providing s/he is eligible for a salary increase.

6. Work Performance

An employee who receives the lowest rating in 3 or more areas of a job performance evaluation is not eligible to advance to the next step or to receive longevity pay.

7. Changing Classifications

7.1 Moving from one classification to another is never automatic, even when stated requirements are met. Promotions are dependent on the availability of an opening in the higher position and on the Director's approval of a supervisor's recommendation for promotion of an employee.

7.2 When possible, vacancies in higher positions will be filled by promotion of qualified employees from within the library.

7.3 Upon promotion, an employee's salary shall immediately be raised to a rate in the new classification which will be above his/her present rate.

7.4 Employees who are promoted from one classification to a higher classification shall advance to the next step in January of the following year, if they have spent the requisite 4 or 8 months in their present step or, change to: step.

8. Salary Classifications

Page: Must be 16 years old. Shelves books, straightens shelves. May also work at the circulation desk.

Clerk: High school graduate. Clerical and typing work. May also work at circulation desk.

Library Assistant I: H.S. graduate. In addition to doing duties of a clerk, will do basic reference work or work in technical services department doing basic materials processing.

Library Assistant II: H.S. graduate with 2 years college or with 3 years library experience or with special technical expertise in a specific area of library operation.

Library Specialist I: 2 years of college or 5 years of library experience and continuing education or special technical expertise in a specific area of library operation.

Responsible for area of library operation requiring extensive independent judgment and responsibility.

Library Specialist II: Same requirements and duties as Library Specialist I except that also has management responsibilities for a building or a major department (adult or youth services or automated systems administration).

Special Services Librarian: College graduate responsible for area of library operation requiring extensive independent judgment and responsibility.

Assistant Bookkeeper: Assists in data entry, payroll, accounts payable and receivable, generation of financial reports

Business manager/Administrative Assistant: Manages business operations of Library System including supply inventory, financial records, general office and secretarial duties.

Janitor: Responsible for cleaning and light maintenance of library building.

Janitor/Maintenance Person: Responsible for cleaning and maintenance of library building.

Librarian I: Bachelor's degree and Indiana library certification. Responsible for one of the areas listed under Librarian II. Change last sentence to read: Responsible for Youth Services, Technical Services or a Branch.

Librarian II: MLS degree. Responsible for children's and young adult services, or the operation, administration and management of DeMotte, Rensselaer or Wheatfield Library or the ordering, cataloging and processing of materials for the library system.

Change above paragraph to read: Librarian II: MLS degree and Indiana library certification. Responsible for area of library operation requiring extensive independent judgment and responsibility.

Systems Administrator: Responsible for management of hardware and operating software for integrated library system and for computer network.

Director: MLS degree plus 2-3 years supervisory experience. Supervises and directs the operation of the library system, and acts as liaison between Library Board and staff.

4. Vacations

4.1 Schedule of earned vacation credit

4.1.1 Certified librarians and Systems Administrator

- A. Librarian or Systems Administrator working an average of 32 hours per week
 - 0-4 years' service - 1.5 days per month with pay
 - 5+ years' service - 2 days per month with pay
- B. Director
 - 0+ years' service - 2 days per month with pay

4.1.2 Non-Certified employees working an average of 32 hours per week

- 0-4 years' service - 1 day per month with pay
- 5-14 years' service - 1.5 days per month with pay
- 15+ years' service - 2 days per month with pay

4.2 Regulations

4.2.1 A vacation day is defined as the hours that an employee is regularly scheduled to work per week during the time the vacation is accrued divided by five (5).

4.2.2 No employee may take vacation without approval of the Director or his/her designee

4.2.3 Vacation time is not cumulative from one year to the next.

4.2.4 Vacation time accrued during one calendar year may be taken after the beginning of the following calendar year.

New employees are entitled to vacation benefits upon satisfactory completion of the six-month orientation period. The time worked during the orientation period counts toward vacation time once the employee has attained regular employment status.

Employees who successfully complete their orientation period are immediately eligible to take any vacation credit earned during the previous calendar year.

Employees failing to successfully complete their orientation will not be credited with any vacation time.

4.2.5 After first partial year of employment, all vacation time will be figured on the calendar year.

4.2.6 Any employee who has successfully completed his/her orientation period and leaves before the end of any year will be paid for unused vacation leave.

4.2.7 Vacation leave will not accrue during unpaid leaves of absence.

14. Meetings and conferences

14.1 Monies budgeted for professional meetings may be provided to employees and board members for the purpose of attending meetings and conferences fostering continuing education and training in those areas related to the operation of the library.

14.2 All employees and Board members are encouraged to attend library related meetings and workshops. Each employee must obtain approval of his/her supervisor and the Director before attending such meetings and seeking expense reimbursements. Board approval is required to attend workshops and other meetings which are not sponsored by ILF or INCOLSA.

14.3 Employees attending meetings or conferences are paid only for their regularly scheduled hours. Any time exceeding the scheduled time shall be considered compensatory time and shall conform to sections 13.1 and 13.2 above.

14.4 To receive compensation for expenses incurred for any meeting, employees and Board members must submit accounts payable vouchers with attached receipts to the Director's office by the Tuesday change to: Monday preceding the next board meeting.

15. Travel Expenses

15.1 Approved library business includes conferences, workshops or meetings approved by the Board and travel among the three libraries of the Jasper County Public Library system.

15.2 A travel allowance of 30 cents per mile will be reimbursed for expenses incurred while employees or board members are traveling on approved library business.

15.2 should read: Employees or board members traveling on approved library business will be reimbursed for mileage at the IRS approved rate.
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16. Appropriate dress

In order to project a professional image of the library, staff may not normally wear jeans, cut-offs, or shorts while on duty. Some clothing, such as jeans, normally judged unacceptable for work, will be allowed on dress-down days change to: on casual dress days and on other special occasions with permission from the Director. The Director and supervisors will determine what is appropriate dress.

17. Alcohol and drug use

Use of alcoholic beverages is prohibited on all library property.

The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on library property. Employees violating that prohibition will be terminated. Employees working under the influence of alcohol or under the influence of illegally-used drugs may also be terminated. All violations will be reported to local law enforcement authorities.

An employee must notify the Director of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction. Such conviction will result in dismissal.

18. Discipline

The Jasper County Public Library makes no promise of continued employment or employment for a specific period of time. The employer-employee relationship remains at-will. An individual's employment will continue only so long as the employee is satisfied with the library, and the library is satisfied with the employee.

Any employee who fails to perform the job satisfactorily, or is otherwise guilty of misconduct or insubordination, will be subject to discipline. In many cases, progressive discipline will be employed, including counseling, verbal warnings followed by written warnings, before more drastic measures are taken. Because circumstances vary in each case, each situation will be handled on an individual basis. The types of formal discipline that may be imposed include verbal warnings, written warnings, probation, suspension, demotion, and termination. Omit last sentence.

Adopted 10/93; revised 4/94; 5/95; 8/95; 4/96; 6/96; 4/98; draft revision 4/99

JASPER COUNTY PUBLIC LIBRARY REFERENCE ACTIVITY REPORT

DEMOTTE RENSSELAER WHEATFIELD TOTAL

January through March 1999--6 sample days

REFERENCE QUESTIONS

Telephone: Directional	104	162	74	340
Telephone: Reference	117	42	18	177
In-person: Directional	146	212	153	511
In-person: Reference	194	152	45	391
Total	561	568	290	1419
COPIES MADE FOR PATRONS	210	11	83	304

Monthly Equivalent for January through March 1999

REFERENCE QUESTIONS

Telephone: Directional	433	675	308	1417
Telephone: Reference	488	175	75	738
In-person: Directional	608	883	638	2129
In-person: Reference	808	633	188	1629
Total	2338	2461	1208	6149
COPIES MADE FOR PATRONS	875	46	346	1267

Monthly Equivalent for January through March 1998

REFERENCE QUESTIONS

Telephone: Directional	494	620	325	1439
Telephone: Reference	680	191	221	1092
In-person: Directional	498	984	676	2158
In-person: Reference	871	620	477	1968
Total	2543	2415	1699	6657

COPIES MADE FOR PATRONS We did not count copies made for patrons last year

JCPL Long Range Planning Process
Draft Proposal
3/30/99

To obtain information about the needs of the communities we serve, we will hold focus groups in both DeMotte and Rensselaer. We want to know what the community sees as the *strengths and weaknesses* of their libraries, what they *expect* of their libraries, now and in the future. We also want them to indicate their *service priorities* for their library, from a list of 13 possible service priorities we will present to them.

We will examine the questions asked at the Wheatfield focus groups last fall, to determine if further discussion with Wheatfield residents is needed. If questions asked were basically what will be asked at DeMotte and Rensselaer, we will simply send a survey form to Wheatfield focus group participants, asking them to indicate their service priorities (this was not discussed in the fall).

The information from these focus group sessions will help the Long Range Planning Committee develop the vision, mission, and service priorities which JCPL will emphasize during the next few years. It is very possible that the service priorities will be different for each library.

Other background information will be developed for the Long Range Planning Committee. This includes:

Results of a written staff survey

Results of a written library user survey

Results of a written survey of "nonusers" (business, government, religious leaders in the community, etc. Chambers of Commerce and Rotary groups may be included???)

A list of the 13 service priorities with a description of what our libraries presently provide in each area

Monthly statistics--comparison of past few years

A summary of some of the unique services provided by libraries around the country (1-2 sentence description of each)

Demographic information

Building permit information

The 12 member Long Range Planning Committee will consist of **3 board members**, preferably one to represent each of our 3 communities, **3 staff members**, each representing a different library and **2 representatives of the focus groups from each library** (community members). The director is an ex-officio member of the committee. We will probably recommend hiring a facilitator for one or two Planning Committee meetings. The Planning Committee will meet in 2 (?) evening or Saturday sessions, rather than in a retreat setting. Their task will be to develop a:

Mission Statement

Vision

Service priorities

for the Jasper County Public Library.

Their recommendations will be forwarded to the library staff for review. The recommendations will next be forwarded, with any staff suggestions, to the Library Board. The Board can then accept the recommendations or suggest revisions (in which case it would go back to the Planning Committee for further work).

After the document has been approved by the Board, it is given to the staff who will develop the action plans (goals and objectives) to meet the mission, vision and service priorities. These objectives will be written in measurable terms so success can be evaluated.

The complete plan will then be submitted to the Planning Committee for approval (?) and comments, perhaps back to staff committees for revision, and, finally, to the Board for final approval.

JCPL FINANCIAL STATEMENT

March 31, 1999

		<u>Beginning 1999 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund		\$380,514.80	\$88,822.29	\$284,617.77	\$6,173.55	\$18,929.96	\$114,826.99
Investments	\$0.00						
Public Library Access Card Fund		\$110.00	\$0.00	\$110.00	\$0.00	\$23.00	\$23.00
Gift Fund		\$6,752.14	\$16.77	\$313.39	\$160.00	\$255.62	\$6,694.37
DeMotte		\$383.27	\$0.00	\$106.07	\$10.00	\$15.00	\$292.20
Rensselaer		\$5,944.50	\$16.77	\$207.32	\$150.00	\$240.62	\$5,977.80
Wheatfield		\$424.37	\$0.00	\$0.00	\$0.00	\$0.00	\$424.37
Library Improvement Reserve Fund		\$56,270.49	\$0.00	\$0.00	\$284.18	\$648.99	\$56,919.48
Bond & Interest Redemption Fund		\$94,798.85	\$0.00	\$0.00	\$0.00	\$0.00	\$94,798.85
Investments	\$0.00						
Host/Hospitality Fund		\$13.60	\$179.76	\$179.76	\$84.06	\$179.76	\$13.60
Oral History Grant Fund		\$71.11	\$0.00	\$0.00	\$0.00	\$0.00	\$71.11
Reciprocal Borrowing Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levy Excess Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund		\$74.81	\$0.00	\$0.00	\$0.00	\$0.00	\$74.81
Indiana Technology Grant Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
State Technology Grant 1997		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash Funds		\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund		\$80.00	\$0.00	\$0.00	\$10.00	\$10.00	\$90.00
Payroll Withholding Accts.							
FIT Tax Collected		\$0.00	\$4,941.66	\$15,462.19	\$4,941.66	\$15,462.19	\$0.00
FICA Tax Collected		\$0.00	\$3,752.61	\$11,517.63	\$3,752.61	\$11,517.63	\$0.00
State Tax Collected		\$1,533.22	\$1,719.20	\$4,976.96	\$1,647.04	\$5,090.78	\$1,647.04
County Tax Collected		\$457.71	\$487.91	\$1,435.78	\$469.71	\$1,447.78	\$469.71
IN Deferred Comp.		\$0.00	\$1,996.06	\$5,775.24	\$1,996.06	\$5,775.24	\$0.00
#125 Plan		\$0.00	\$1,300.09	\$3,860.51	\$1,300.10	\$3,860.54	\$0.03
Employee Health Insur.		\$0.00	\$0.00	\$6.00	\$0.00	\$6.00	\$0.00
Employee P.E.R.F.		\$3,543.91	\$0.00	\$3,543.91	\$1,315.83	\$4,011.32	\$4,011.32
TOTAL ALL FUNDS.....		\$544,340.64	\$103,216.35	\$331,799.14	\$22,134.80	\$67,218.81	\$279,760.31

Bank Balances
Jasper County Public Library
Report as of: 3/31/99

<i>Bank</i>		
1	Peoples State Bank	\$208,555.63
2	Demotte State Bank	\$14,075.20
3	Bank One-LIRF	\$56,919.48
4	Cash on Hand	\$210.00
5		
6		
7	Pinnacle Bank CD #7121015842	\$0.00
8	Pinnacle Bank CD #7121015843	\$0.00
<i>Total all banks =</i>		<i>\$279,760.31</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

REPORT FOR REGISTER OF INVESTMENTS
OPEN INVESTMENTS AS OF 31 Mar 99

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS

--TOTALS--				-----				-----	

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REPORT FOR REGISTER OF INVESTMENTS
CLOSED INVESTMENTS AS OF 31 Mar 99

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS

15 FEB 99	7121015483	PINNACLE BANK	62 DAYS	100000.00	4.86	OPERATING	15 DEC 98	837.00	CD#7121015843 is right
MAR 99	7121015842	PINNACLE BANK	92 DAYS	200000.00	4.86	OP-105500;B	15 DEC 98	2457.00	
				-----				-----	
--TOTALS--				300000.00				3294.00	

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 3/1/99 To 3/31/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 SALARY OF LIBRARIAN	\$44,616.00	\$0.00	\$44,616.00	\$3,718.00	\$11,089.00	\$33,527.00	24.9
1.12 SALARY OF ASSISTANTS	\$577,199.00	\$0.00	\$577,199.00	\$44,056.62	\$134,807.92	\$442,391.08	23.4
1.13 WAGES OF JANITORS	\$37,616.00	\$0.00	\$37,616.00	\$2,578.92	\$8,520.30	\$29,095.70	22.7
1.21 EMPLOYER'S SHARE-FICA	\$50,447.00	\$0.00	\$50,447.00	\$3,752.61	\$11,517.63	\$38,929.37	22.8
1.22 UNEMPLOYMENT COMPENSAT	\$1,800.00	\$0.00	\$1,800.00	\$0.00	\$75.17	\$1,724.83	4.2
1.23 EMPLOYER'S CONTRIB.- PERF	\$27,942.00	\$0.00	\$27,942.00	\$0.00	\$5,906.46	\$22,035.54	21.1
1.24 EMPLOYER'S CONTRIB.- INS.	\$26,000.00	\$0.00	\$26,000.00	\$2,095.29	\$6,125.49	\$19,874.51	23.6
1.31 OTHER PERSONAL SERVICES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.0
Subtotal	\$767,120.00		\$767,120.00	\$56,201.44	\$178,041.97	\$589,078.03	23.2
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
2.12 STATIONERY AND PRINTING	\$700.00	\$0.00	\$700.00	\$0.00	\$87.85	\$612.15	12.6
2.13 OTHER OFFICE SUPPLIES	\$5,600.00	\$0.00	\$5,600.00	\$1,560.02	\$1,802.60	\$3,797.40	32.2
2.21 CLEANING & SANITATION SUP	\$3,400.00	\$0.00	\$3,400.00	\$522.76	\$912.51	\$2,487.49	26.8
2.22 FUEL, OIL & LUBRICANTS	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	0.0
2.23 OTHER OPERATING SUPPLIES	\$4,000.00	\$0.00	\$4,000.00	\$469.71	\$1,643.54	\$2,356.46	41.1
2.31 BUILDING MATERIALS & SUPP	\$1,000.00	\$0.00	\$1,000.00	\$167.25	\$300.24	\$699.76	30.0
2.32 PAINT AND PAINTING SUPPLIE	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.33 REPAIR PARTS	\$500.00	\$0.00	\$500.00	\$0.00	\$86.35	\$413.65	17.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.41 LIBRARY SUPPLIES	\$5,500.00	\$0.00	\$5,500.00	\$346.01	\$1,190.65	\$4,309.35	21.6
2.42 AUTOMATION SUPPLIES	\$2,500.00	\$0.00	\$2,500.00	\$415.20	\$415.20	\$2,084.80	16.6
Subtotal	\$24,370.00		\$24,370.00	\$3,480.95	\$6,438.94	\$17,931.06	26.4
<i>3. Other Services and Charge</i>							
3.11 CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.12 ENGINEERING & ARCH. SERVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.13 LEGAL SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$275.00	\$275.00	\$1,725.00	13.8
3.14 OTHER PROFESSIONAL SERVI	\$8,000.00	\$0.00	\$8,000.00	\$127.26	\$292.26	\$7,707.74	3.7
3.21 TELEPHONE	\$12,000.00	\$0.00	\$12,000.00	\$902.49	\$2,802.35	\$9,197.65	23.4
3.22 POSTAGE	\$6,000.00	\$0.00	\$6,000.00	\$7.77	\$850.71	\$5,149.29	14.2
3.23 TRAVELING EXPENSE	\$5,500.00	\$0.00	\$5,500.00	\$152.43	\$625.03	\$4,874.97	11.4
3.24 PROFESSIONAL MEETINGS	\$7,200.00	\$0.00	\$7,200.00	\$1,096.35	\$3,901.63	\$3,298.37	54.2
3.25 FREIGHT	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.0
3.26 NETWORKING	\$24,000.00	\$0.00	\$24,000.00	\$2,411.27	\$4,006.07	\$19,993.93	16.7
3.31 ADVERTISING & PUBLIC NOTIC	\$1,100.00	\$0.00	\$1,100.00	\$0.00	\$161.58	\$938.42	14.7
3.32 OTHER PRINTING	\$200.00	\$0.00	\$200.00	\$43.90	\$43.90	\$156.10	21.9
3.41 OFFICIAL BONDS	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
3.42 OTHER INSURANCE	\$14,500.00	\$0.00	\$14,500.00	\$0.00	\$1,259.00	\$13,241.00	8.7
3.51 GAS	\$29,000.00	\$0.00	\$29,000.00	\$1,907.79	\$5,760.32	\$23,239.68	19.9
3.52 ELECTRICITY	\$51,000.00	\$0.00	\$51,000.00	\$3,147.58	\$8,319.41	\$42,680.59	16.3
3.53 WATER	\$1,000.00	\$0.00	\$1,000.00	\$79.85	\$214.80	\$785.20	21.5
3.54 WASTE DISPOSAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$165.47	\$551.66	\$1,948.34	22.1
3.61 BUILDING & STRUCTURES	\$35,000.00	\$0.00	\$35,000.00	\$2,326.05	\$8,293.70	\$26,706.30	23.7
3.62 EQUIPMENT	\$12,000.00	\$0.00	\$12,000.00	\$92.00	\$187.06	\$11,812.94	1.6

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.71 REAL ESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 EQUIPMENT	\$240.00	\$0.00	\$240.00	\$53.95	\$105.85	\$134.15	44.1
3.91 DUES	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$870.00	\$1,730.00	33.5
3.92 INTEREST ON TEMPORARY LO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.93 TAXES & ASSESSMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.94 TRANSFER TO LIRF	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.0
3.95 SERVICE CONTRACTS	\$12,038.00	\$0.00	\$12,038.00	\$958.20	\$2,340.98	\$9,697.02	19.4
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.97 INTERVIEWING & MOVING EXP	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.98 MAINTENANCE CONTRACTS	\$41,500.00	\$0.00	\$41,500.00	\$1,214.00	\$4,957.00	\$36,543.00	11.9
Subtotal	\$308,298.00		\$308,298.00	\$14,961.36	\$45,818.31	\$262,479.69	14.9
<i>4. Capital Outlays</i>							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3 IMPROVEMENTS OTHER THAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$29,000.00	\$70.00	\$29,070.00	\$760.77	\$3,791.57	\$25,278.43	13.0
4.51 BOOKS	\$150,000.00	\$0.00	\$150,000.00	\$8,092.59	\$26,991.59	\$123,008.41	18.0
4.52 PERIODICALS & NEWSPAPERS	\$24,000.00	\$0.00	\$24,000.00	\$899.77	\$3,086.62	\$20,913.38	12.9
4.53 NONPRINTED MATERIALS	\$58,000.00	\$0.00	\$58,000.00	\$4,415.41	\$20,438.77	\$37,561.23	35.2
Subtotal	\$261,000.00	\$70.00	\$261,070.00	\$14,168.54	\$54,308.55	\$206,761.45	20.8
Grand Total	\$1,360,788.00	\$70.00	\$1,360,858.00	\$88,812.29	\$284,607.77	\$1,076,250.23	20.9

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Register of Claims
Jasper County Public Library

Report Date: From 3/1/99 To 3/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17645	3143	ACE HARDWARE	OPERATING FUND	FURNITURE & EQUIPMENT	\$69.98	3/8/99	2 Portable Heaters-Demotte
				Total this claim	\$69.98		
17646	3144	ALA/BOOKLINKS	OPERATING FUND	PERIODICALS & NEWSPAPER	\$52.95	3/8/99	Book Links;3 yr Subscription-R
				Total this claim	\$52.95		
17647	3145	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$99.00	3/8/99	Feb '99 Service Agreement
				Total this claim	\$99.00		
17648	3146	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$921.79	3/8/99	Books & AV Material
			OPERATING FUND	BOOKS	\$973.69		
			OPERATING FUND	BOOKS	\$418.13		
			OPERATING FUND	BOOKS	\$347.85		
			OPERATING FUND	BOOKS	\$272.14		
			OPERATING FUND	BOOKS	\$14.00		
			OPERATING FUND	BOOKS	\$13.65		
			OPERATING FUND	BOOKS	\$72.82		
			OPERATING FUND	BOOKS	\$17.48		
			OPERATING FUND	BOOKS	\$21.95		
			OPERATING FUND	BOOKS	\$102.15		
			OPERATING FUND	BOOKS	\$131.60		
			OPERATING FUND	BOOKS	\$102.15		
			OPERATING FUND	BOOKS	\$35.00		
			RENSSELAER GIFT FU	BOOKS	\$16.77		
			OPERATING FUND	NONPRINTED MATERIALS	\$9.59		
			HOST/HOSPITALITY F	BOOKS	\$95.70		
				Total this claim	\$3,566.46		
17649	3147	BEST BUY CO., INC.	OPERATING FUND	NONPRINTED MATERIALS	\$616.59	3/8/99	CD's, Videos, CD Roms
			OPERATING FUND	NONPRINTED MATERIALS	(\$7.00)		
			OPERATING FUND	FURNITURE & EQUIPMENT	(\$20.00)		
				Total this claim	\$589.59		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17650	3148	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$14.68	3/8/99	Books
			OPERATING FUND	BOOKS	\$4.19		
			OPERATING FUND	BOOKS	\$4.19		
			OPERATING FUND	BOOKS	\$3.70		
				Total this claim	\$26.76		
17651	3149	BOILER & PRESSURE VESSEL	OPERATING FUND	BUILDING & STRUCTURES	\$24.00	3/8/99	Inspection 2/22/99;Dem & Ren
			OPERATING FUND	BUILDING & STRUCTURES	\$24.00		
				Total this claim	\$48.00		
17652	3150	AMER. LIBRARY ASSOCIATIO	OPERATING FUND	PERIODICALS & NEWSPAPER	\$69.50	3/8/99	Booklist Annual Subscription 6/1/99 - 5/00;Dem
				Total this claim	\$69.50		
17653	3151	BRODART CO.	OPERATING FUND	NONPRINTED MATERIALS	\$107.63	3/8/99	Genre Labels, Cassette Binders
			OPERATING FUND	BOOKS	\$9.51		
				Total this claim	\$117.14		
17654	3152	CAMPBELL PRINTING COMPA	OPERATING FUND	OTHER PRINTING	\$43.90	3/8/99	Notecards
				Total this claim	\$43.90		
17655	3153	CARILLON FOUNDATION FOR	OPERATING FUND	PROFESSIONAL MEETINGS	\$45.00	3/8/99	Midwest Volunteer Conf.;4/29/99 P. Stringfellow
				Total this claim	\$45.00		
17656	3154	CHELSEA HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$119.52	3/8/99	Books
			OPERATING FUND	BOOKS	\$44.92		
			OPERATING FUND	BOOKS	\$124.62		
				Total this claim	\$289.06		
17657	3155	CHILD'S WORLD	OPERATING FUND	BOOKS	\$148.68	3/8/99	Books
			OPERATING FUND	BOOKS	\$588.74		
				Total this claim	\$737.42		
17658	3156	CLEMENT COMMUNICATIONS	OPERATING FUND	PERIODICALS & NEWSPAPER	\$28.00	3/8/99	Supervisor's Guide to Emplmnt. Prac. 3/22/99 - 3/19/00;Shared Subscript.
			HOST/HOSPITALITY F	PERIODICALS & NEWSPAPER	\$84.06		
				Total this claim	\$112.06		
17659	3157	CONSUMER ELECTRONICS S	OPERATING FUND	EQUIPMENT	\$92.00	3/8/99	Replace motor on Satellite
				Total this claim	\$92.00		
17660	3158	COURTYARD BY MARRIOTT	OPERATING FUND	PROFESSIONAL MEETINGS	\$94.35	3/8/99	Single room Jen Evers;4/8/99 ILF Annual Conf.,Conf. #83549712
				Total this claim	\$94.35		

<i>Warra Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17661	3159	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	3/8/99	Water & Mar '99 Cooler Rental-Wheat
			OPERATING FUND	WATER	\$29.70		
				Total this claim	\$39.65		
17662	3160	DAVID A. WARRAN	OPERATING FUND	BUILDING & STRUCTURES	\$100.00	3/8/99	Snow Removal;2/7/99 Salted Sidewalks;2/24/99-Rens.
				Total this claim	\$100.00		
17663	3161	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$9.95	3/8/99	Books
			OPERATING FUND	BOOKS	\$1.25		
				Total this claim	\$11.20		
17664	3162	DEMCO	OPERATING FUND	LIBRARY SUPPLIES	\$75.69	3/8/99	Browser cards, Video browsers, Hangup
			OPERATING FUND	LIBRARY SUPPLIES	\$48.47		Acrylic display frames.
			OPERATING FUND	NONPRINTED MATERIALS	\$515.59		
				Total this claim	\$639.75		
17665	3163	DIANA KOOY	OPERATING FUND	INTERFUND TRANSFERS	\$10.00	3/8/99	Wheatfield Petty Cash Increase per Boa
				Total this claim	\$10.00		
17666	3164	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$17.55	3/8/99	Mileage
				Total this claim	\$17.55		
17667	3165	DIANE OPOLSKI	OPERATING FUND	TRAVELING EXPENSE	\$14.30	3/8/99	Mileage; ASK Committee
				Total this claim	\$14.30		
17668	3166	DUMAS & MORIARTY	OPERATING FUND	LEGAL SERVICES	\$275.00	3/8/99	Legal Services;telephone conferences
				Total this claim	\$275.00		
17669	3167	EDUCATORS PROGRESS SER	OPERATING FUND	BOOKS	\$32.95	3/8/99	Continuation Books
			OPERATING FUND	BOOKS	\$32.95		
			OPERATING FUND	BOOKS	\$32.95		
			OPERATING FUND	BOOKS	\$11.85		
				Total this claim	\$110.70		
17670	3168	ELLISON EDUCATIONAL EQUI	OPERATING FUND	LIBRARY SUPPLIES	\$41.75	3/8/99	Diecuts/Megaphone-R;Guitar-D;
			OPERATING FUND	LIBRARY SUPPLIES	\$36.75		Record-W
			OPERATING FUND	LIBRARY SUPPLIES	\$31.75		
				Total this claim	\$110.25		
17671	3169	FACTS ON FILE, INC.	OPERATING FUND	BOOKS	\$34.11	3/8/99	Books
			OPERATING FUND	BOOKS	\$34.11		
			OPERATING FUND	BOOKS	\$4.78		
				Total this claim	\$73.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17672	3170	FASE'S WATER TREATMENT	OPERATING FUND	BUILDING MATERIALS & SUPP	\$78.75	3/8/99	Redout;1/9/99 & 2/15/99
				Total this claim	\$78.75		
17673	3171	DEMOTTE OFFICE SUPPLY	OPERATING FUND	OTHER OFFICE SUPPLIES	\$14.27	3/8/99	Rubber Bands, Labels, Post-it Notes
				Total this claim	\$14.27		
17674	3172	FRED PRYOR SEMINARS	OPERATING FUND	PROFESSIONAL MEETINGS	\$79.00	3/8/99	4/16/99;Stress Management for Women
				Total this claim	\$79.00		
17675	3173	GALE GROUP	OPERATING FUND	BOOKS	\$137.75	3/8/99	Contemporary Authors
			OPERATING FUND	BOOKS	\$7.37		
				Total this claim	\$145.12		
17676	3174	GROLIER PUBLISHING COMP	OPERATING FUND	BOOKS	\$148.93	3/8/99	Books
			OPERATING FUND	BOOKS	\$228.55		
			OPERATING FUND	BOOKS	\$189.00		
				Total this claim	\$566.48		
17677	3175	GTI	OPERATING FUND	AUTOMATION SUPPLIES	\$415.20	3/8/99	20,000 Bar Code Labels
				Total this claim	\$415.20		
17678	3176	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$157.19	3/8/99	Correction tape, Fax Cartridge, Laminat
				Total this claim	\$157.19		
17679	3177	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$436.61	3/8/99	M-folds, Paper Towels, Trash Bags, Ju
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$114.83		
				Total this claim	\$551.44		
17680	3178	INDIANA CHAMBER OF COMM	OPERATING FUND	BOOKS	\$69.00	3/8/99	Book-Wage & Hour Issues
			OPERATING FUND	BOOKS	\$5.00		
				Total this claim	\$74.00		
17681	3179	INGRAM	OPERATING FUND	BOOKS	\$7.77	3/8/99	Books
			OPERATING FUND	BOOKS	\$33.89		
			OPERATING FUND	BOOKS	\$42.70		
			OPERATING FUND	BOOKS	\$40.04		
			OPERATING FUND	BOOKS	\$13.12		
			OPERATING FUND	BOOKS	\$7.17		
			OPERATING FUND	BOOKS	\$4.78		
			OPERATING FUND	BOOKS	\$4.78		
			OPERATING FUND	BOOKS	\$11.30		
				Total this claim	\$165.55		

<i>Warra.</i> <i>Number</i>	<i>Claim</i> <i>Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17682	3180	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$90.31	3/8/99	Books
			OPERATING FUND	BOOKS	\$34.37		
			OPERATING FUND	BOOKS	\$9.58		
			OPERATING FUND	BOOKS	\$7.99		
			OPERATING FUND	BOOKS	\$13.97		
				Total this claim	\$156.22		
17683	3181	KEM'S TRUSTWORTHY HARD	OPERATING FUND	BUILDING & STRUCTURES	\$9.55	3/8/99	Electrical Supplies for Outlet
				Total this claim	\$9.55		
17684	3182	LANDMARK AUDIOBOOKS	OPERATING FUND	NONPRINTED MATERIALS	\$1,274.00	3/8/99	Annual Audiobook Lease
			OPERATING FUND	NONPRINTED MATERIALS	\$661.50		
			OPERATING FUND	NONPRINTED MATERIALS	\$661.50		
				Total this claim	\$2,597.00		
17685	3183	LOWELL PUBLIC LIBRARY	OPERATING FUND	FURNITURE & EQUIPMENT	\$400.00	3/8/99	2 Toshiba Laptop Computers
				Total this claim	\$400.00		
17686	3184	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$106.28	3/8/99	Mileage
				Total this claim	\$106.28		
17687	3185	M.E. SHARPE INC. PUBLISHER	OPERATING FUND	BOOKS	\$450.00	3/8/99	Books
			OPERATING FUND	BOOKS	\$27.00		
				Total this claim	\$477.00		
17688	3186	MAGIC ATTIC CLUB	OPERATING FUND	LIBRARY SUPPLIES	\$28.95	3/8/99	Magic Attic Club/After School Program Rensselaer;4/7/99
				Total this claim	\$28.95		
17689	3187	MIDWEST FREEZE-DRY, LTD.	OPERATING FUND	OTHER PROFESSIONAL SERV	\$127.26	3/8/99	Vacuum Freeze-Dry;23 books
				Total this claim	\$127.26		
17690	3188	MILLBROOK PRESS	OPERATING FUND	BOOKS	\$33.22	3/8/99	Books
			OPERATING FUND	BOOKS	\$85.45		
			OPERATING FUND	BOOKS	\$9.49		
				Total this claim	\$128.16		
17691	3189	NIPSCO	OPERATING FUND	GAS	\$934.04	3/8/99	DeMotte Utilities;1/19 - 2/18/99
			OPERATING FUND	ELECTRICITY	\$1,578.69		
				Total this claim	\$2,512.73		
17692	3190	NORTHWEST COMMUNICATIO	OPERATING FUND	NETWORKING	\$1,623.87	3/8/99	Network Cabling-Wheatfield
				Total this claim	\$1,623.87		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17693	3191	OFFICE DEPOT	OPERATING FUND	NONPRINTED MATERIALS	\$119.00	3/8/99	Circulating CD Rom Zipper Pouches
Total this claim					\$119.00		
17694	3192	ON CUE #6106	OPERATING FUND	BOOKS	\$4.95	3/8/99	Books
			OPERATING FUND	BOOKS	\$4.95		
			OPERATING FUND	BOOKS	\$11.25		
			OPERATING FUND	BOOKS	\$11.25		
			OPERATING FUND	BOOKS	\$11.25		
Total this claim					\$43.65		
17695	3193	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$120.00	3/8/99	Install insulation & tile, change lights-D
Total this claim					\$120.00		
17696	3194	POSTMASTER	OPERATING FUND	EQUIPMENT	\$44.00	3/8/99	Post Office Box/Annual Fee-Demotte
Total this claim					\$44.00		
17697	3195	POST TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$80.60	3/8/99	Annual Subscription; 2/99 - 2/00;Ren
Total this claim					\$80.60		
17698	3196	PRECISION CONTROL SYSTE	OPERATING FUND	MAINTENANCE CONTRACTS	\$1,115.00	3/8/99	Maint. Agreement;Mar-May '99;D & R
			OPERATING FUND	BUILDING & STRUCTURES	\$858.00		Adjust Dampers, Reset Temp.,Install te
Total this claim					\$1,973.00		
17699	3197	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$1,346.55	3/8/99	Index cards, shredder, contact paper,
			OPERATING FUND	NONPRINTED MATERIALS	\$89.50		tape, folders, inkjet cartridges, toner,
			OPERATING FUND	BOOKS	\$101.94		copy paper, legal pads, binders.
Total this claim					\$1,537.99		
17700	3198	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$70.80	3/8/99	Audio Books
Total this claim					\$70.80		
17701	3199	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	3/8/99	Books
			OPERATING FUND	BOOKS	\$17.98		
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$4.47		
Total this claim					\$49.42		
17702	3200	RENEE CARR	OPERATING FUND	TRAVELING EXPENSE	\$14.30	3/8/99	Mileage
Total this claim					\$14.30		
17703	3201	RENSSELAER LUMBER CO.	OPERATING FUND	BUILDING MATERIALS & SUPP	\$88.50	3/8/99	Ceiling Tiles
Total this claim					\$88.50		
17704	3202	R I D, Inc.	OPERATING FUND	POSTAGE	\$7.77	3/8/99	UPS
Total this claim					\$7.77		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17705	3203	SAYLER CONSTRUCTION, INC	OPERATING FUND	BUILDING & STRUCTURES	\$324.00	3/8/99	Removal of ice from roof-Ren
				Total this claim	\$324.00		
17706	3204	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$804.20	3/8/99	Transport Service;1/29 -2/19/99
				Total this claim	\$804.20		
17707	3205	SELECTVIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$149.70	3/8/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$8.60		
				Total this claim	\$158.30		
17708	3206	SIMON & SCHUSTER SCHOOL	OPERATING FUND	BOOKS	\$1,050.00	3/8/99	Books
			OPERATING FUND	BOOKS	\$44.00		
				Total this claim	\$1,094.00		
17709	3207	SMILEMAKERS	OPERATING FUND	LIBRARY SUPPLIES	\$13.78	3/8/99	50 pencils/Summer Reading Supplies
			OPERATING FUND	LIBRARY SUPPLIES	\$27.55		
			OPERATING FUND	LIBRARY SUPPLIES	\$41.32		
				Total this claim	\$82.65		
17710	3208	STECK-VAUGHN COMPANY	OPERATING FUND	BOOKS	\$35.96	3/8/99	Books
			OPERATING FUND	BOOKS	\$20.99		
			OPERATING FUND	BOOKS	\$190.36		
			OPERATING FUND	BOOKS	\$14.84		
				Total this claim	\$262.15		
17711	3209	T.C.& M., INC.	OPERATING FUND	BUILDING & STRUCTURES	\$866.50	3/8/99	Repair to lighting inside & outside-Ren
				Total this claim	\$866.50		
17712	3210	THINK TANK INFORMATION S	OPERATING FUND	FURNITURE & EQUIPMENT	\$59.10	3/8/99	Network HUB to PC
				Total this claim	\$59.10		
17713	3211	THE TIMES-PORTER EDITION	OPERATING FUND	PERIODICALS & NEWSPAPER	\$143.52	3/8/99	Annual Subscription;3/99 - 3/00;Wheat
				Total this claim	\$143.52		
17714	3212	THE TIMES-WESTLAKE EDITI	OPERATING FUND	PERIODICALS & NEWSPAPER	\$226.20	3/8/99	Annual Subscription;3/99 - 3/00;Ren
				Total this claim	\$226.20		
17715	3213	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$43.12	3/8/99	Jan '99 Sewer service-Demotte
				Total this claim	\$43.12		
17716	3214	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	3/8/99	Mar '99 Sewer service-Wheatfield
				Total this claim	\$41.05		
17717	3215	TYSEN'S COUNTRY GROCER	OPERATING FUND	CLEANING & SANITATION SUP	\$86.15	3/8/99	Pledge, Sno Bol, Air Freshener, Lysol, Glass cleaner
				Total this claim	\$86.15		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17718	3216	U S WEST THE DIRECTORY S	OPERATING FUND	BOOKS	\$118.55	3/8/99	Chicago Yellow & White Pages-Dem
			OPERATING FUND	BOOKS	\$8.30		
				Total this claim	\$126.85		
17719	3217	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$154.00	3/8/99	Collection Agency;11/10/98-1/22/99
				Total this claim	\$154.00		
17720	3218	VIKING OFFICE PRODUCTS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$36.01	3/8/99	Crosscut shredder, shredder bags,
			OPERATING FUND	FURNITURE & EQUIPMENT	\$83.89		silver markers
			OPERATING FUND	FURNITURE & EQUIPMENT	\$83.90		
			OPERATING FUND	FURNITURE & EQUIPMENT	\$83.90		
				Total this claim	\$287.70		
17721	3219	WAL-MART STORES, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$34.90	3/8/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$34.90		
			OPERATING FUND	NONPRINTED MATERIALS	\$68.61		
				Total this claim	\$138.41		
17722	3220	WALL STREET JOURNAL	OPERATING FUND	PERIODICALS & NEWSPAPER	\$299.00	3/8/99	2 yr. Subscription;5/99 - 5/01;Demotte
				Total this claim	\$299.00		
17723	3221	WICK'S AIR FILTER SERVICE,	OPERATING FUND	OTHER OPERATING SUPPLIE	\$354.88	3/8/99	Air Filters
				Total this claim	\$354.88		
0	3222	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	3/10/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$20,964.64		
			OPERATING FUND	WAGES OF JANITORS	\$1,061.77		
				Total this claim	\$23,885.41		
17724	3223	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$2,006.94	3/10/99	March Insurance Health Premium
		#125 PLAN		SALARIES AND WAGES	\$1,300.09		
				Total this claim	\$3,307.03		
17725	3224	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$998.03	3/10/99	Withheld from 3/10/99 Payroll-Fagen, Schulenberg,Daugherty,Stringfellow, Maxwell, Woods, Filson, Kopanda,Kooy
				Total this claim	\$998.03		
17730	3225	INDIANA LIBRARY FEDERATIO	OPERATING FUND	PROFESSIONAL MEETINGS	\$853.00	3/10/99	ILF Annual Conference, 4/8,4/9-13 empl
				Total this claim	\$853.00		
17727	3226	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.10	3/10/99	DeMotte Telephone-local March 1999
				Total this claim	\$26.10		

<i>Warra. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17728	3227	SPRINT	OPERATING FUND	TELEPHONE	\$528.04	3/10/99	March Local service-Rens. & Data Line
			OPERATING FUND	NETWORKING	\$787.40		
				Total this claim	\$1,315.44		
17729	3228	SPRINT	OPERATING FUND	TELEPHONE	\$110.44	3/10/99	Long Distance Service-Feb.1999
			OPERATING FUND	TELEPHONE	\$59.55		
			OPERATING FUND	TELEPHONE	\$13.56		
				Total this claim	\$183.55		
0	3229	DEMOTTE STATE BANK	OPERATING FUND	OTHER OFFICE SUPPLIES	\$6.00	3/10/99	Deposit Slips-(Wheatfield Library) debite
				Total this claim	\$6.00		
0	3230	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,719.20	3/10/99	EFT-State & Local Tax Withheld Feb'99;
			CO TAX COLLECTED	SALARIES AND WAGES	\$487.91		#09560, transferred 3/19/99
				Total this claim	\$2,207.11		
0	3231	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,777.52	3/10/99	EFT-Federal & Fica Tax Withheld 3/10/9
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,777.52		#57374582, transferred 3/11/99
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,279.34		
				Total this claim	\$5,834.38		
0	3232	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	3/25/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,091.98		
			OPERATING FUND	WAGES OF JANITORS	\$1,517.15		
				Total this claim	\$26,468.13		
17731	3233	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$998.03	3/25/99	Withheld from Payroll 25 Mar '99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow, Woods & Maxwell
				Total this claim	\$998.03		
17732	3234	ANTHEM LIFE	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$88.35	3/25/99	Life Ins-19 employees;4/1/99 premium
				Total this claim	\$88.35		
17733	3235	CITY OF RENSSELAER	OPERATING FUND	GAS	\$714.27	3/25/99	Rensselaer Utilities
			OPERATING FUND	ELECTRICITY	\$969.81		2/8/99-3/8/99
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$81.30		
				Total this claim	\$1,815.53		
17734	3236	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$25.00	3/25/99	Planning for Results-5/6/99 Daugherty
				Total this claim	\$25.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17735	3237	NIPSCO	OPERATING FUND	GAS	\$259.48	3/25/99	Wheatfield Utilities
			OPERATING FUND	ELECTRICITY	\$599.08		2/11/99-3/15/99
			Total this claim		\$858.56		
17736	3238	SPRINT	OPERATING FUND	TELEPHONE	\$164.80	3/25/99	Wheat/Local Telephone Mar '99
			Total this claim		\$164.80		
0	3239	JASPER COUNTY PUBLIC LIB	OPERATING FUND INV TRANSFER TO OPERATING F	RENS & DEM BOND A TRANSFER TO BIRF	105,500.00	3/16/99	CD #7121015842 Matured
			Total this claim		\$200,000.00		
0	3240	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,975.09	3/25/99	EFT- Federal & FICA Tax Withheld 25
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,975.09		#58732152, Transferred 26 MAR 99
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,662.32		
			Total this claim		\$6,612.50		

Total Amount of Claims \$303,216.35

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, March 31, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 10 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$303,216.35

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JASPER COUNTY PUBLIC LIBRARY

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Receipt Breakdown

March 31, 1999

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
LIBRARY FEES:			\$2,654.74	\$6,993.91
DeMotte	\$892.35	\$2,445.92		
Rensselaer	\$983.70	\$2,782.00		
Wheatfield	\$778.69	\$1,765.99		
PHOTOCOPIES:			\$732.80	\$1,855.95
DeMotte	\$264.20	\$716.40		
Rensselaer	\$332.00	\$838.40		
Wheatfield	\$136.60	\$301.15		
CARDS:			\$94.00	\$234.00
DeMotte	\$44.00	\$86.00		
Rensselaer	\$38.00	\$110.00		
Wheatfield	\$12.00	\$38.00		
COMPUTER DISKS:			\$4.20	\$11.20
INTEREST:			\$2,645.21	\$5,701.30
TAXES:			\$0.00	\$0.00
Property Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
Local Option/Certified Shares	\$0.00	\$0.00		
Local Option/Property Tax Repl.	\$0.00	\$0.00		
State Distribution	\$0.00	\$0.00		
REFUNDS:			\$42.60	\$4,133.60
Insurance Refund	\$0.00	\$1,139.00		
Elron Software Refund	\$0.00	\$2,882.00		
PC Anywhere Rebate	\$0.00	\$70.00		
Energizer Rebate	\$2.60	\$2.60		
Panasonic Rebate	\$40.00	\$40.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
TOTAL OPERATING FUND RECEIPTS:			\$6,173.55	\$18,929.96
PLAC FUND:			\$0.00	\$23.00
GIFT FUNDS:			\$160.00	\$255.62
DeMotte	\$10.00	\$15.00		
Rensselaer	\$150.00	\$240.62		
Wheatfield	\$0.00	\$0.00		
LIBRARY IMPROVEMENT FUND:			\$284.18	\$648.99
BOND & INTEREST REDEMPTION FUND:			\$0.00	\$0.00
Property Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:			\$84.06	\$179.76
ORAL HISTORY GRANT FUND:			\$0.00	\$0.00
RECIPROCAL BORROWING:			\$0.00	\$0.00
LIBRARY EXCESS FUND:			\$0.00	\$0.00
SATELLITE FUND:			\$0.00	\$0.00
INDIANA TECHNOLOGY GRANT FUND:			\$0.00	\$0.00
STATE TECHNOLOGY GRANT 1997:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$0.00	\$0.00
CASH CHANGE FUND			\$10.00	\$10.00
SUB-TOTAL (page 1):			\$6,711.79	\$20,047.33

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
WITHHOLDING ACCOUNT FUNDS:			\$15,423.01	\$47,171.48
FIT Tax Collected	\$4,941.66	\$15,462.19		
FICA Collected	\$3,752.61	\$11,517.63		
State Tax Collected	\$1,647.04	\$5,090.78		
County Tax Collected	\$469.71	\$1,447.78		
INDIANA Deferred Comp	\$1,996.06	\$5,775.24		
#125 Plan	\$1,300.10	\$3,860.54		
Health/Life Insurance	\$0.00	\$6.00		
PERF	\$1,315.83	\$4,011.32		
TOTAL RECEIPTS - ALL FUNDS.....			\$22,134.80	\$67,218.81

Register Of Claims
Jasper County Public Library

Report Date: From 4/1/99 To 4/12/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17737	3241	1999-2000 Directories of Granm	OPERATING FUND	BOOKS	\$65.00	4/12/99	Directories
			OPERATING FUND	BOOKS	\$65.00		
				Total this claim	\$130.00		
17738	3242	A.M. Best Company, Inc.	OPERATING FUND	BOOKS	\$76.00	4/12/99	Agents Guide
			OPERATING FUND	BOOKS	\$76.00		
			OPERATING FUND	BOOKS	\$21.90		
				Total this claim	\$173.90		
17739	3243	ACE HARDWARE	OPERATING FUND	OTHER OPERATING SUPPLIE	\$7.94	4/12/99	Light Bulbs-Wheatfield Lib.
				Total this claim	\$7.94		
17740	3244	ALCO DISCOUNT STORE #290	OPERATING FUND	FURNITURE & EQUIPMENT	\$35.98	4/12/99	CD/Storage Tower
				Total this claim	\$35.98		
17741	3245	Alexander Hamilton Institute	OPERATING FUND	PERIODICALS & NEWSPAPER	\$99.00	4/12/99	Payroll Legal Alert subscription
				Total this claim	\$99.00		
17742	3246	ALL-PHASE ELECTRIC SUPPL	OPERATING FUND	OTHER OPERATING SUPPLIE	\$413.04	4/12/99	Ballast for #305 outdoor fixtures
				Total this claim	\$413.04		
17743	3247	AMERICAN LIBRARY ASSN	OPERATING FUND	BOOKS	\$40.50	4/12/99	Adminstrators Guide-Buildings, Caldeco
			OPERATING FUND	BOOKS	\$7.00		
			OPERATING FUND	BOOKS	\$50.20		
				Total this claim	\$97.70		
17744	3248	ANNE-MARIE EGAN	OPERATING FUND	TRAVELING EXPENSE	\$15.00	4/12/99	PLA Conference Expenses-3/26-27/99
			OPERATING FUND	PROFESSIONAL MEETINGS	\$66.66		
				Total this claim	\$81.66		
17745	3249	ASSOCIATED LIBRARIES, INC.	OPERATING FUND	BOOKS	\$189.86	4/12/99	Books
			OPERATING FUND	BOOKS	\$409.42		
			OPERATING FUND	BOOKS	\$173.91		
				Total this claim	\$773.19		
17746	3250	AUSTIN BOOK SALES	OPERATING FUND	BOOKS	\$97.92	4/12/99	Books-Standing Order
			OPERATING FUND	BOOKS	\$1.57		
				Total this claim	\$99.49		

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<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17747	3251	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$198.00	4/12/99	March & April Financial Comp. Service
				Total this claim	\$198.00		
17748	3252	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$3,392.92	4/12/99	Books, Continuations, A.V., Gift Books
			OPERATING FUND	BOOKS	\$2,223.01		
			OPERATING FUND	BOOKS	\$1,444.55		
			OPERATING FUND	BOOKS	\$1,182.93		
			OPERATING FUND	BOOKS	\$373.07		
			OPERATING FUND	BOOKS	\$204.94		
			OPERATING FUND	BOOKS	\$14.45		
			OPERATING FUND	BOOKS	\$138.01		
			OPERATING FUND	BOOKS	\$5.98		
			OPERATING FUND	BOOKS	\$409.03		
			OPERATING FUND	BOOKS	\$195.52		
			OPERATING FUND	BOOKS	\$56.85		
			OPERATING FUND	BOOKS	\$45.64		
			OPERATING FUND	NONPRINTED MATERIALS	\$24.95		
			RENSSELAER GIFT FU	BOOKS	\$131.86		
				Total this claim	\$9,843.71		
17749	3253	BARNES & NOBLE	OPERATING FUND	BOOKS	\$10.36	4/12/99	Books, A.V., Summer Reading Prizes
			OPERATING FUND	BOOKS	\$29.43		
			OPERATING FUND	BOOKS	\$41.44		
			OPERATING FUND	BOOKS	\$7.33		
			OPERATING FUND	BOOKS	\$7.99		
			OPERATING FUND	NONPRINTED MATERIALS	\$80.96		
			OPERATING FUND	NONPRINTED MATERIALS	\$25.52		
			HOST/HOSPITALITY F	BOOKS	\$200.79		
				Total this claim	\$403.82		
17750	3254	BEST BUY CO., INC.	OPERATING FUND	NONPRINTED MATERIALS	\$448.69	4/12/99	Summer Rdg. Prizes, Videos, CDs, CD-
			OPERATING FUND	NONPRINTED MATERIALS	\$8.99		
			OPERATING FUND	LIBRARY SUPPLIES	\$54.95		
			OPERATING FUND	LIBRARY SUPPLIES	\$74.94		
			OPERATING FUND	LIBRARY SUPPLIES	\$74.94		
				Total this claim	\$662.51		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17751	3255	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$6.98	4/12/99	Books
			OPERATING FUND	BOOKS	\$13.98		
			OPERATING FUND	BOOKS	\$2.71		
				Total this claim	\$23.67		
17752	3256	BIERMA HARDWARE, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$8.62	4/12/99	Ice Melt
				Total this claim	\$8.62		
17753	3257	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$48.67	4/12/99	Mileage
				Total this claim	\$48.67		
17754	3258	CHELSEA HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$16.96	4/12/99	Book
				Total this claim	\$16.96		
17755	3259	CHICAGO TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$98.54	4/12/99	DeMotte 6-Mon.Subscription,3/29-9/26/
				Total this claim	\$98.54		
17756	3260	CROSSWIND SERVICES, INC.	OPERATING FUND	EQUIPMENT	\$25.00	4/12/99	Canon BJC Printer Repairs-DeM. & Cart
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$24.00		
				Total this claim	\$49.00		
17757	3261	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	4/12/99	Cooler Rental-April 1999-Wh. Lib.
				Total this claim	\$9.95		
17758	3262	DARYL'S PASTRY SHOP	OPERATING FUND	LIBRARY SUPPLIES	\$6.62	4/12/99	Winter Reading Program-Rens.
				Total this claim	\$6.62		
17759	3263	DAVID A. WARRAN	OPERATING FUND	BUILDING & STRUCTURES	\$105.00	4/12/99	Snow Removal, 3/6 & 3/10/99-Rens.
				Total this claim	\$105.00		
17760	3264	DEMOTTE CHAMBER OF COM	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$75.00	4/12/99	Expo Day, 5/1/99
				Total this claim	\$75.00		
17761	3265	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$91.59	4/12/99	PLA Conference Expenses, 3/26-27/99
			OPERATING FUND	PROFESSIONAL MEETINGS	\$7.97		
				Total this claim	\$99.56		
17762	3266	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$12.40	4/12/99	Mileage
				Total this claim	\$12.40		
17763	3267	DIANE OPOLSKI	OPERATING FUND	TRAVELING EXPENSE	\$13.64	4/12/99	Mileage-ASK Mtg.
				Total this claim	\$13.64		
17764	3268	DIVERSITY UNIFORMS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$13.90	4/12/99	Employee Name badges-2
				Total this claim	\$13.90		

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<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17765	3269	FARM EQUIPMENT GUIDE	OPERATING FUND	BOOKS	\$40.00	4/12/99	Annual Farm Guide
			OPERATING FUND	BOOKS	\$40.00		
				Total this claim	\$80.00		
17766	3270	GAIL JUNG	OPERATING FUND	LIBRARY SUPPLIES	\$11.27	4/12/99	Oriental Trading Invoice-pd w/VISA
			OPERATING FUND	LIBRARY SUPPLIES	\$10.82		
			OPERATING FUND	LIBRARY SUPPLIES	\$9.76		
				Total this claim	\$31.85		
17767	3271	GAIL JUNG	OPERATING FUND	POSTAGE	\$30.11	4/12/99	Rensselaer Petty Cash: Postage, Book,
			OPERATING FUND	BOOKS	\$12.00		Supply, VHS Tapes
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$2.98		
			OPERATING FUND	LIBRARY SUPPLIES	\$4.05		
			SATELLITE FUND	LIBRARY SUPPLIES	\$9.97		
				Total this claim	\$59.11		
17768	3272	GALE GROUP	OPERATING FUND	BOOKS	\$99.75	4/12/99	Continutations - Country/World Leaders
			OPERATING FUND	BOOKS	\$12.56		Author
			OPERATING FUND	BOOKS	\$98.80		
				Total this claim	\$211.11		
17770	3273	GLENDIA BROWN	OPERATING FUND	TRAVELING EXPENSE	\$27.28	4/12/99	Mileage-Ref. Counterparts & Mrktg.Mtg
				Total this claim	\$27.28		
17771	3274	Global Access Publications Inc.	OPERATING FUND	BOOKS	\$189.00	4/12/99	Amer. Business Directory
			OPERATING FUND	BOOKS	\$10.95		
				Total this claim	\$199.95		
17773	3275	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$11.80	4/12/99	Nameplate & holder
				Total this claim	\$11.80		
17774	3276	Heritage Pathways Inc.	RENSSELAER GIFT FU	BOOKS	\$22.95	4/12/99	Gift Book-Rens.
				Total this claim	\$22.95		
17772	3277	H. W. WILSON COMPANY	OPERATING FUND	NONPRINTED MATERIALS	\$219.00	4/12/99	Current Biography-windows version
			OPERATING FUND	NONPRINTED MATERIALS	\$5.00		
				Total this claim	\$224.00		
17775	3278	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$38.70	4/12/99	Antibacterial Hand Gel Cleaner
				Total this claim	\$38.70		
17769	3279	GAYLORD BROS.	OPERATING FUND	BOOKS	\$193.20	4/12/99	Continuous Label Sets, Spine Labels
				Total this claim	\$193.20		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17776	3280	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$38.00	4/12/99	Incolsa Spring Bd. Mtg., Budget Wrkshp
			OPERATING FUND	DUES	\$50.00		
				Total this claim	\$88.00		
17777	3281	Indiana Association of Home Ed	OPERATING FUND	BOOKS	\$10.00	4/12/99	Book
				Total this claim	\$10.00		
17778	3282	INDIANA DEPT.OF WORKFOR	OPERATING FUND	UNEMPLOYMENT COMPENSA	\$1,439.41	4/12/99	Qtly. Unemployment Compensation Py
				Total this claim	\$1,439.41		
17779	3283	INDIANA STATE LIBRARY	PUBLIC LIBRARY ACC	LIBRARY SUPPLIES	\$23.00	4/12/99	1st Quarter 1999 Plac Cards Sold
				Total this claim	\$23.00		
17780	3284	INGRAM	OPERATING FUND	BOOKS	\$2.99	4/12/99	Books
			OPERATING FUND	BOOKS	\$15.30		
			OPERATING FUND	BOOKS	\$24.18		
			OPERATING FUND	BOOKS	\$19.07		
			OPERATING FUND	BOOKS	\$9.55		
			OPERATING FUND	BOOKS	\$7.17		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$3.99		
				Total this claim	\$87.03		
17781	3285	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$27.93	4/12/99	Books
			OPERATING FUND	BOOKS	\$127.82		
			OPERATING FUND	BOOKS	\$27.93		
			OPERATING FUND	BOOKS	\$14.84		
				Total this claim	\$198.52		
17782	3286	JACKIE SAXON	OPERATING FUND	TRAVELING EXPENSE	\$57.97	4/12/99	Toys 'R Us Summer Rdg. Prizes, Mileag
			OPERATING FUND	PROFESSIONAL MEETINGS	\$10.30		Wkshp expense
			OPERATING FUND	LIBRARY SUPPLIES	\$19.97		
			OPERATING FUND	LIBRARY SUPPLIES	\$5.99		
				Total this claim	\$94.23		
17784	3287	Joan Kopanda	OPERATING FUND	TRAVELING EXPENSE	\$13.64	4/12/99	Mileage-Book Discussion
				Total this claim	\$13.64		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17783	3288	Jasper County 4-H Council	OPERATING FUND	BOOKS	\$15.00	4/12/99	County Plat Books-3
			OPERATING FUND	BOOKS	\$15.00		
			OPERATING FUND	BOOKS	\$15.00		
				Total this claim	\$45.00		
17785	3289	LIBRARY VIDEO COMPANY	OPERATING FUND	NONPRINTED MATERIALS	\$74.90	4/12/99	CD-Roms
			OPERATING FUND	NONPRINTED MATERIALS	\$5.00		
				Total this claim	\$79.90		
17786	3290	M W INSURANCE AGENCY	OPERATING FUND	OTHER INSURANCE	\$8,927.00	4/12/99	Bldg. Insurance/Workman's Comp Polic 4/16/00
				Total this claim	\$8,927.00		
17787	3291	MANUFACTURERS' NEWS, IN	OPERATING FUND	BOOKS	\$102.00	4/12/99	Indiana Manufacturer's Directory-1999
				Total this claim	\$102.00		
17788	3292	MARSHALL CAVENDISH CORP	OPERATING FUND	BOOKS	\$881.20	4/12/99	Books
			OPERATING FUND	BOOKS	\$149.95		
			OPERATING FUND	BOOKS	\$61.87		
				Total this claim	\$1,093.02		
17789	3293	MICHELLE HEEKE BRADLEY	OPERATING FUND	TRAVELING EXPENSE	\$123.69	4/12/99	PLA Conference Expense/Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$10.91		
				Total this claim	\$134.60		
17790	3294	MOOLENAAR SUPREME PROF	OPERATING FUND	BUILDING & STRUCTURES	\$159.00	4/12/99	1999 Lawn Fertilization-DeM. & Whetfild.
			OPERATING FUND	BUILDING & STRUCTURES	\$90.00		
				Total this claim	\$249.00		
17791	3295	MOYER BOOK SALES	OPERATING FUND	BOOKS	\$171.59	4/12/99	Children Books
			OPERATING FUND	BOOKS	\$66.11		
			OPERATING FUND	BOOKS	\$69.97		
				Total this claim	\$307.67		
17792	3296	N.F.P.A.	OPERATING FUND	BOOKS	\$54.50	4/12/99	1999 NEC Looseleaf
			OPERATING FUND	BOOKS	\$54.50		
			OPERATING FUND	BOOKS	\$54.50		
			OPERATING FUND	BOOKS	\$5.95		
				Total this claim	\$169.45		
17793	3297	NATIONAL GEOGRAPHIC SOC	OPERATING FUND	BOOKS	\$11.95	4/12/99	Book
			OPERATING FUND	BOOKS	\$2.95		
				Total this claim	\$14.90		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17794	3298	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	4/12/99	Telephone Service-April 1999-DeMotte
				Total this claim	<u>\$26.07</u>		
17796	3299	OVGTSL	OPERATING FUND	PROFESSIONAL MEETINGS	\$80.00	4/12/99	OVGTSL Annual Mtg., 5/20-21/99, J. Ev
				Total this claim	<u>\$80.00</u>		
17795	3300	OOMS DISPOSAL SERVICE IN	OPERATING FUND	WASTE DISPOSAL SERVICES	\$47.00	4/12/99	Trash Service 4/1-6/30-99, DeMotte Lib.
				Total this claim	<u>\$47.00</u>		
17797	3301	PATRICK OATIS	OPERATING FUND	PROFESSIONAL MEETINGS	\$142.50	4/12/99	Deposit-Sign Language Instruction, 4/8-
			HOST/HOSPITALITY F	PROFESSIONAL MEETINGS	\$172.50		@ Rens. Lib.
				Total this claim	<u>\$315.00</u>		
17798	3302	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$75.00	4/12/99	Snow Removal @ Whtfld; Replace ceili
			OPERATING FUND	BUILDING & STRUCTURES	\$75.00		lights @ DeM.
				Total this claim	<u>\$150.00</u>		
17799	3303	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$801.19	4/12/99	Postcards (Sign Language Class) & Pos
			HOST/HOSPITALITY F	POSTAGE	\$2.81		
				Total this claim	<u>\$804.00</u>		
17800	3304	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$1,243.00	4/12/99	HVAC repairs @ DeMotte & Rens.
			OPERATING FUND	BUILDING & STRUCTURES	\$309.50		
				Total this claim	<u>\$1,552.50</u>		
17801	3305	PUBLIC EMPLOYEES' RETIRE	OPERATING FUND	EMPLOYER'S CONTRIB.- PER	\$6,685.69	4/12/99	1st Qtr Payment 1999
			P.E.R.F.	SALARIES AND WAGES	\$4,011.32		
				Total this claim	<u>\$10,697.01</u>		
17807	3306	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$19.98	4/12/99	Books
			OPERATING FUND	BOOKS	\$95.81		
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$9.81		
				Total this claim	<u>\$152.57</u>		
17802	3307	Quality Time Education, Inc.	OPERATING FUND	NONPRINTED MATERIALS	\$120.00	4/12/99	A.V.
			OPERATING FUND	NONPRINTED MATERIALS	\$120.00		
			OPERATING FUND	NONPRINTED MATERIALS	\$12.00		
				Total this claim	<u>\$252.00</u>		

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<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17803	3308	QUILL	OPERATING FUND	BOOKS	\$577.66	4/12/99	Contact Paper & credit on Laser Cartr.
			OPERATING FUND	OTHER OFFICE SUPPLIES	(\$90.84)		
				Total this claim	\$486.82		
17805	3310	RACHAEL CAVINDER	OPERATING FUND	TRAVELING EXPENSE	\$13.64	4/12/99	Mileage-ASK Mtg.
				Total this claim	\$13.64		
17806	3311	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$82.80	4/12/99	A.V.
			OPERATING FUND	NONPRINTED MATERIALS	\$32.40		
			OPERATING FUND	NONPRINTED MATERIALS	\$43.50		
			OPERATING FUND	NONPRINTED MATERIALS	\$5.80		
				Total this claim	\$164.50		
17808	3312	RELIABLE CORPORATION	OPERATING FUND	OTHER OFFICE SUPPLIES	\$46.63	4/12/99	Copy Paper, calendar
				Total this claim	\$46.63		
17809	3313	RENSSELAER LUMBER CO.	OPERATING FUND	BUILDING & STRUCTURES	\$59.00	4/12/99	Ceiling Tiles-DeMotte Lib.
				Total this claim	\$59.00		
17810	3314	RENSSELAER REPUBLICAN	OPERATING FUND	PERIODICALS & NEWSPAPER	\$43.00	4/12/99	Classified Ad-Multi-Dept., Open House
			OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$219.85		to KV Post
				Total this claim	\$262.85		
17811	3315	ROURKE PUBLISHING GROUP	OPERATING FUND	BOOKS	\$126.85	4/12/99	Books
			OPERATING FUND	BOOKS	\$249.91		
			OPERATING FUND	BOOKS	\$71.05		
				Total this claim	\$447.81		
17812	3316	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$965.04	4/12/99	Transport Service, 2/26-3/26/99
				Total this claim	\$965.04		
17813	3317	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$525.49	4/12/99	Mileage, CIL Workshop Expenses, UPS
			OPERATING FUND	POSTAGE	\$17.71		
			OPERATING FUND	PROFESSIONAL MEETINGS	\$280.88		
				Total this claim	\$824.08		
17814	3318	Springfield Inn	OPERATING FUND	PROFESSIONAL MEETINGS	\$135.68	4/12/99	Single Room, Jen Evers, 5/19 & 5/20/99
				Total this claim	\$135.68		OVGTSL Mtg.
17815	3319	SPRINT	OPERATING FUND	TELEPHONE	\$106.53	4/12/99	Long Distance-March 1999
			OPERATING FUND	TELEPHONE	\$40.90		
			OPERATING FUND	TELEPHONE	\$12.00		
				Total this claim	\$159.43		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17816	3320	STECK-VAUGHN COMPANY	OPERATING FUND	BOOKS	\$20.99	4/12/99	Books
			OPERATING FUND	BOOKS	\$15.98		
			OPERATING FUND	BOOKS	\$2.22		
				Total this claim	\$39.19		
17817	3321	SUNCOAST #3009	OPERATING FUND	NONPRINTED MATERIALS	\$75.21	4/12/99	Videos
				Total this claim	\$75.21		
17818	3322	TERRY J. FERRELL	OPERATING FUND	BUILDING & STRUCTURES	\$161.50	4/12/99	Snow Removal @ Wheatfield Lib. & Co improvements/repair
				Total this claim	\$161.50		
17819	3323	THINK TANK INFORMATION S	OPERATING FUND	BUILDING & STRUCTURES	\$68.00	4/12/99	Laptop Repairs
				Total this claim	\$68.00		
17820	3324	TRUGREEN-CHEMLAWN	OPERATING FUND	BUILDING & STRUCTURES	\$513.00	4/12/99	1999 Lawn Fertilization & Aeration @ R
				Total this claim	\$513.00		
17821	3325	TYSEN'S COUNTRY GROCER	OPERATING FUND	LIBRARY SUPPLIES	\$6.90	4/12/99	Book Discussion/Open House/After Sch
			OPERATING FUND	LIBRARY SUPPLIES	\$24.49		
				Total this claim	\$31.39		
17823	3326	UNIVERSITY MICROFILMS INT	OPERATING FUND	PERIODICALS & NEWSPAPER	\$75.58	4/12/99	Rens. Republican Microfiche-9/1-12/31/
				Total this claim	\$75.58		
17822	3327	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$185.92	4/12/99	Initial & Secondary Placements, 2/1-3/1
				Total this claim	\$185.92		
17824	3328	WALL STREET JOURNAL	OPERATING FUND	PERIODICALS & NEWSPAPER	\$299.00	4/12/99	2 yr Subscription-7/1/99-7/1/01-Wh..
				Total this claim	\$299.00		
0	3329	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	4/9/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$24,321.49		
			OPERATING FUND	WAGES OF JANITORS	\$1,472.72		
				Total this claim	\$27,653.21		
17825	3330	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,095.28	4/9/99	Withheld from Payroll;4/9/99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow,Weed, Woods,Maxwell
				Total this claim	\$1,095.28		
17826	3331	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$2,006.94	4/9/99	Health Insurance Premium;April '99
		#125 PLAN		SALARIES AND WAGES	\$1,300.09		13 Employees
				Total this claim	\$3,307.03		

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<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17827	3332	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$45.00	4/9/99	Legally Speaking Workshop;5/5/99 York,Bradley & Kooy
				Total this claim	<u>\$45.00</u>		
17828	3333	NIPSCO	OPERATING FUND	GAS	\$835.63	4/9/99	Demotte Utilities;2/18/99-3/19/99
			OPERATING FUND	ELECTRICITY	\$1,447.01		
				Total this claim	<u>\$2,282.64</u>		
17829	3334	RELIABLE CORPORATION	OPERATING FUND	OTHER OFFICE SUPPLIES	\$7.48	4/12/99	Copy Paper
				Total this claim	<u>\$7.48</u>		
17830	3335	Super 8 Remington	OPERATING FUND	PROFESSIONAL MEETINGS	\$46.80	4/9/99	Single Room-Brent Bowen, 4/22/99, CO
				Total this claim	<u>\$46.80</u>		
17831	3336	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	4/9/99	Sewer Service, Feb 1999-DeM. Lib.
				Total this claim	<u>\$45.66</u>		
17832	3337	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	4/9/99	Sewer Service-April 1999, Wheatf.Lib
				Total this claim	<u>\$41.05</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
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Total Amount of Claims \$81,392.36

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, April 07, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 11 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$81,392.36

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

FC

MAY

AGENDA

**Jasper County Public Library Board of Trustees Monthly Meeting
Monday, May 10, 1999, 7:00 PM**

DeMotte Library

Purpose

Opening of meeting

Moment of silence

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of meeting (R 1 - R 2)
- B. Bills/Financial Reports (F)
- C. Transfer of funds (R 7, R10)
- D. Workshop approval (R 9)

General Business

- A. DeMotte Library Annual Report
- B. Planning Committee board representatives (R 14)
- C. Technology Grant approval (R 11)

Information

Action

Action

Director's Report (R 9-R14)

Discussion

Items for future Agendas

Public Forum

Adjournment

Minutes April 12, 1999
Meeting of the Jasper County Public Library Board 7:00 PM
Rensselaer Library

Present: Anne-Marie Egan, Roger Walstra, Lynn Daugherty, Jim Staton, Joan Floyd, Sue Deardorff, Don Abel. **Absent:** Mark Heinig

Agenda & Consent Agenda: J. Staton moved, seconded by A-M Egan, to approve the Agenda and Consent Agenda items including the March Minutes, Bills/Financial Reports, Salary Ordinance changes, Workshop approval to attend OVGTSL Conference, changes as proposed to the Personnel Policy, and removal of obsolete unused Funds in the Financial Report. Motion passed.

NICCL Consortium Contract: Several libraries in northern Indiana that belong to the NICCL consortium group with Xcel have been very pleased with the technical support received. By belonging to a consortium with other schools/libraries we could be in a more favorable position to receive grants from the state. The board approved a motion by A-M Egan, seconded by J. Staton to enter into a contract with NICCL for technical support for one year at \$35/hour for six hours per month beginning April 1999. Motion unanimous. We still have available approximately 70 hours for technical computer support left on our contract with ThinkTank for backup.

PLA Planning Workshop: Highlights of this workshop according to A-M Egan were noted. The most important tasks will be a mission statement, vision, and community needs assessment. Thirteen steps were outlined in the Planning for Results listing the library services to be considered. Use of focus groups, surveys, and a mixture of staff, community, and board members on the Planning Committee are essential elements in a good plan. The committee should also begin with a zero-based plan.

Long-Range Planning Process: L. Daugherty presented a draft of the pre-planning steps for the Long-range Planning Process. J. Staton moved to accept the proposal as outlined. D. Abel seconded the motion. Motion passed. The board will address the need for a paid facilitator for the focus groups and/or planning sessions at a later date.

Card Catalog: S. Deardorff moved, seconded by J. Floyd, to dispose of or sell the unused section of the card catalog from Technical Services Department at the discretion of the director.

Book Sale: Rensselaer staff will be manning the annual book sale this year in May. A number of unused printers, computers, and equipment will also be set out for sale.

Board Development: Board reviewed the differing roles of the board and the director, comparing their responses to better understand where each responsibility begins and ends.

Sidewalk Project: The Town of DeMotte approved our request. We are awaiting a letter of acceptance before any work can be allowed.

Capital Projects Fund: Approval was given by the County Council to proceed. We re-advertised and if no dissenters, will forward the CPF to the State Board of Tax Commissioners for their approval.

Circulation Policy revision: On a motion by Jim Staton, seconded by A-M Egan, to include in our Circulation Policy a provision that any student attending a school in our library district should be allowed a free full-service borrower's card, with a one year expiration date. Motion passed.

With no other business to discuss, the meeting adjourned at 8:25 PM on a motion by J. Staton, seconded by A-M Egan.



Attest: Don Abel, Secretary



Roger Walstra, President

CIRCULATION STATISTICS

[illegible]

PERCENT INCREASE/DECREASE	-0.1%	-6.8%	-5.8%
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END OF MONTH: DEMOTTE RENSSELAER WHEATFIELD

Total Materials Owned	44150	55646	26346
Total Titles Owned	39062	50818	24919
Daily Avg Circulation	360	352	153

XX

MONTHLY SYSTEM STATISTICS	1998	1999	% change
Circulation	22494	21612	-4%

Jan. to date circulation	96756	93443	-3%
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CIRCULATION BY PATRON CODE

April 1999

	DEMOTTE		RENSSELAER		WHEATFIELD		ALL LIBRARIES	
PATRONS	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total
Adult Male (0)	990	11.9%	977	11.6%	622	16.8%	2589	12.6%
Adult Female (1)	5020	60.3%	4487	53.2%	2172	58.8%	11679	57.1%
Juvenile 0-11 (2)	1179	14.2%	1492	17.7%	334	9.0%	3005	14.7%
YA 12-17 (3)	332	4.0%	435	5.2%	156	4.2%	923	4.5%
Nonresident No Fee (4)	114	1.4%	182	2.2%	90	2.4%	386	1.9%
Board/Staff (5)	207	2.5%	477	5.7%	291	7.9%	975	4.8%
School (6)	10	0.1%	23	0.3%	0	0.0%	33	0.2%
St. Joseph College (7)	0	0.0%	89	1.1%	0	0.0%	89	0.4%
State Library Card (8)	0	0.0%	0	0.0%	4	0.1%	4	0.0%
Nonresident Fee (9)	1	0.0%	3	0.0%	0	0.0%	4	0.0%
Corporate (10)	0	0.0%	57	0.7%	24	0.6%	81	0.4%
Reciprocal (11)	476	5.7%	219	2.6%	4	0.1%	699	3.4%
Total	8329		8441		3697		20467	
Total items borrowed by nonresidents	601	7.2%	516	6.1%	98	2.7%	1215	5.9%

REGISTRATIONS

Borrowers--Start of month:	6579	6813	2691	16083
Borrowers--End of month:	6639	6879	2734	16252
Non-resident, paying	3	11	0	14
PLAC card users	0	2	0	2
Reciprocal borrowers	193	125	9	327

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

April 1999

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
INTRALIBRARY LOANS FILLED	158	34	97	21	161	35	416	90
LOCAL HISTORY								
In person	7	2	27	8	2	1	36	10
Letters written	1	1	7	7		0	8	8
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	19	2	34	3	62	5	115	10
VCR Use	1	0	0	0	0	0	1	0
Microforms	0	0	90	12	0	0	90	12
CD ROM software used	52	4	32	3	1	0	85	7
Online articles retrieved		0		0		0	21	0
Public use of FAX service	13	2	19	3	66	11	98	16
Typewriter use	2	0	2	0	1	0	5	0
Other equipment used	0	0	3	1	1	0	4	1
Dial-in OPAC access							<u>20</u>	
OTHER LIBRARY SERVICES USED								
Walking book visits	0	0	1	1	0	0	1	1
Notarized documents	1	0	0	0	0	0	1	0
Meeting Room Use (number of groups)	63	21	44	15	26	9	133	44
Study room use	31	3	7	1	10	1	48	4
INTERLIBRARY LOANS								
Requests made for:	45	11	90	23	16	4	151	38
Items rec'd for:	43	22	83	42	13	7	139	70
Items requested by other libraries							0	
Items supplied to other libraries		0		0		0	0	0
PROGRAMS								
Programs for all ages		0	3	18	4	24	7	42
Children's Programs (0-13)	17	102	13	78	5	30	35	210
Number attending	233		177		44		454	
YA Programs (14-17)	0	0	0	0		0	0	0
Number attending	0		5		3		8	
Adult Programs	1	6	16	96		0	17	102
Number attending	117		116		20		253	

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
Senior Citizen Programs	2	12	1	6		0	3	18
Number attending	68		9				77	
TOTAL NO. OF PROGRAMS	20	120	30	180	5	30	55	330
TOTAL PERSONS ATTENDING	418		307		67		792	
TOTAL ATTENDING same month last yr.								
TOTAL STAFF HOURS SPENT		222		335		126		684
HOURS SPENT same month last yr.		207		280		159		646

WHEATFIELD COLLECTION

MONTH
END

VOLUMES	TITLES
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100	...

7725	7972	7763	7991	Fiction
7203	5832	7208	5845	Nonfiction

5936	5891	6010	5917	Fiction
3155	3201	3162	3205	Nonfiction

3 3 3 3 GRAPHIC MAT'L

21	17	21	17	36	30	36	30	14	16	14	16	CD ROM SOFTWARE
4	2	4	2	46	23	44	21	110	55	110	55	SOFTWARE

1039	975	1039	975	1353	1292	1353	1292	785	705	785	705	VHS
1	1	1	1	1	1	1	1	0	0	0	0	EQUIPMENT

43926	38925	44150	39062	55193	50440	55646	50818	26207	24844	26346	24919	TOTAL
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XXX

CIRCULATION BY ITEM FINE CODE
April 1999

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
000 (0)	50	52	33	135
100 (1)	53	53	26	132
200 (2)	40	34	28	102
300 (3)	193	300	98	591
400 (4)	0	4	1	5
500 (5)	71	49	15	135
600 (6)	574	511	281	1366
700 (7)	250	207	94	551
800 (8)	23	44	20	87
900 (9)	151	271	60	482
B (10)	99	116	36	251
j000 (11)	14	20	1	35
j100 (12)	3	4	5	12
j200 (13)	10	10	5	25
j300 (14)	66	81	17	164
j400 (15)	7	9	1	17
j500 (16)	248	204	40	492
j600 (17)	128	160	37	325
j700 (18)	117	131	39	287
j800 (19)	67	17	11	95
j900 (20)	94	115	24	233
jB (21)	42	43	13	98
FIC (22)	1485	1545	706	3736
yaFIC (23)	30	49	27	106
LARGE PRINT (24)	121	27	20	168
jFIC (25)	198	345	76	619
jE (26)	1297	1193	501	2991
jER (27)	442	222	104	768
Magazines (28)	817	364	190	1371
Games/Toys (29)	0	2	0	2
Filmstrips (30)	0	0	0	0
Microforms (31)	0	0	0	0
Cassettes (32)	119	191	67	377
jCassettes (33)	53	56	20	129
Compact Discs (34)	149	177	180	506
jCompact Discs (35)	4	3	4	11
Sound Recordings (36)	26	55	8	89
jSound Recordings (37)	9	20	4	33
CD ROM Software (38)	72	64	63	199
Vertical File (39)	173	49	7	229
Equipment (40)	1	3	0	4
yapFIC (41)	162	106	48	316
jpFIC (42)	236	198	49	483
Reference (43)	43	91	13	147
Genealogy (44)	0	2	0	2
jMagazines (45)	59	16	26	101
VHS (46)	542	1010	592	2144
Computer software (47)	0	0	0	0
Internet usage (49)	184	340	124	648
Free reads	475	230	108	813

Puzzles				0
Talking books				0
Assignment shelf books				0
TOTAL	8997	8793	3822	21612

The
Gale
Group

GaleNet Usage Statistics System

Main Menu

Incolsa Jasper County Public Library

April 1999 Summary Report

For more information about *GaleNet Usage Statistics System*, click [here](#) to view the help documentation. Clicking on a column heading will retrieve information about the topic.

<u>GaleNet Products</u>	<u>Searches Submitted</u>	<u>Entries Retrieved</u>	<u>Help</u>
DISCovering U.S. History	24	15	1
EXPLORING Poetry	5	2	0
Gale Literary Databases	8	4	0
Grand Total	37	21	1

The
Gale
Group

Main Menu

GaleNet Usage Statistics System

Incolsa Jasper County Public Library

April 1999 Product Breakout Report Gale Literary Databases

For more information about *GaleNet Usage Statistics System*, click [here](#) to view the help documentation. Clicking on a column heading will retrieve information about the topic.

Product Summary Report

<u>GaleNet Product Databases</u>	<u>Searches Submitted</u>	<u>Entries Retrieved</u>	<u>Help</u>
Contemporary Authors	0	3	0
Contemporary Authors, Contemporary Literary Criticism Select	1	1	0
<i>Not Elsewhere Classified</i>	7	0	0
Grand Total	8	4	0

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May 10, 1999

Whereas, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for various functions of the Jasper County Public Library,

Now, therefore, be it resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana, for the expenses of the Public Library the following funds herein named for the purposes herein specified be increased, subject to the laws governing the same.

Whereas, it has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes for which appropriated, it is further resolved that the following existing appropriations be reduced in the following amounts:

LIBRARY OPERATING FUND

	Added Amount Amount Appropriated		Reduced
4.52 Periodicals/Newspapers	\$700.00	4.51 Books	\$700.00
TOTAL	\$700.00		\$700.00

M. A. K. J. II
Kim-Marie Egan
Phyllis J. J.

Joan A. Floyd
Donald K. Alred

Salary Ordinance 1999

May 1999 revisions

Name	Classification	Present Hrly Wage	Annual Salary	Hrs Worked	Library	Start Date	Raise Date(s)
Hamstra, Staci	Page	5/25/5.50	\$1,695.00	10	R	5/9/99	11/16/99

Staci is a senior at Rensselaer Central High School. She will be filling a position vacated by a previous page. In the fall, she will continue to work for us while attending Ivy Tech.

Mark A. H. F. #

Quinn-Maine Egan

Mr. Wat

Joan A. Floyd

Donald K. Abel

JCPL FINANCIAL STATEMENT

April 30, 1999

		<u>Beginning 1999 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund		\$380,514.80	\$112,125.02	\$396,742.79	\$5,783.49	\$24,713.45	\$8,485.46
Investments	\$0.00						
Public Library Access Card Fund		\$110.00	\$23.00	\$133.00	\$0.00	\$23.00	\$0.00
Gift Fund		\$6,752.14	\$154.81	\$468.20	\$76.08	\$331.70	\$6,615.64
DeMotte		\$383.27	\$0.00	\$106.07	\$30.00	\$45.00	\$322.20
Rensselaer		\$5,944.50	\$154.81	\$362.13	\$46.08	\$286.70	\$5,869.07
Wheatfield		\$424.37	\$0.00	\$0.00	\$0.00	\$0.00	\$424.37
Library Improvement Reserve Fund		\$56,270.49	\$0.00	\$0.00	\$193.66	\$842.65	\$57,113.14
Bond & Interest Redemption Fund		\$94,798.85	\$0.00	\$0.00	\$59.00	\$59.00	\$94,857.85
Investments	\$0.00						
Host/Hospitality Fund		\$13.60	\$376.10	\$555.86	\$535.00	\$714.76	\$172.50
Oral History Grant Fund		\$71.11	\$0.00	\$0.00	\$0.00	\$0.00	\$71.11
Reciprocal Borrowing Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levy Excess Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund		\$74.81	\$9.97	\$9.97	\$0.00	\$0.00	\$64.84
Indiana Technology Grant Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
State Technology Grant 1997		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash Funds		\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund		\$80.00	\$0.00	\$0.00	\$0.00	\$10.00	\$90.00
Payroll Withholding Accts.							
FIT Tax Collected		\$0.00	\$5,431.87	\$20,894.06	\$5,431.87	\$20,894.06	\$0.00
FICA Tax Collected		\$0.00	\$4,080.63	\$15,598.26	\$4,080.63	\$15,598.26	\$0.00
State Tax Collected		\$1,533.22	\$1,647.04	\$6,624.00	\$1,792.84	\$6,883.62	\$1,792.84
County Tax Collected		\$457.71	\$469.71	\$1,905.49	\$511.14	\$1,958.92	\$511.14
IN Deferred Comp.		\$0.00	\$2,190.56	\$7,965.80	\$2,190.56	\$7,965.80	\$0.00
#125 Plan		\$0.00	\$1,300.09	\$5,160.60	\$1,300.10	\$5,160.64	\$0.04
Employee Health Insur.		\$0.00	\$0.00	\$6.00	\$0.00	\$6.00	\$0.00
Employee P.E.R.F.		\$3,543.91	\$4,011.32	\$7,555.23	\$1,394.13	\$5,405.45	\$1,394.13
TOTAL ALL FUNDS.....		\$544,340.64	\$131,820.12	\$463,619.26	\$23,348.50	\$90,567.31	\$171,288.69

Bank Balances

Jasper County Public Library

Report as of: 4/30/99

<i>Bank</i>		
1	Peoples State Bank	\$97,646.90
2	Demotte State Bank	\$16,318.65
3	Lafayette Bank & Trust-LIRF	\$57,113.14
4	Cash on Hand	\$210.00
5		
6		
7	Pinnacle Bank CD #7121015842	\$0.00
8	Pinnacle Bank CD #7121015843	\$0.00

Total all banks = \$171,288.69

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 4/1/99 To 4/30/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 SALARY OF LIBRARIAN	\$44,616.00	\$0.00	\$44,616.00	\$3,718.00	\$14,807.00	\$29,809.00	33.2
1.12 SALARY OF ASSISTANTS	\$577,199.00	\$0.00	\$577,199.00	\$47,994.45	\$182,802.37	\$394,396.63	31.7
1.13 WAGES OF JANITORS	\$37,616.00	\$0.00	\$37,616.00	\$2,928.41	\$11,448.71	\$26,167.29	30.4
1.21 EMPLOYER'S SHARE-FICA	\$50,447.00	\$0.00	\$50,447.00	\$4,080.63	\$15,598.26	\$34,848.74	30.9
1.22 UNEMPLOYMENT COMPENSAT	\$1,800.00	\$0.00	\$1,800.00	\$1,439.41	\$1,514.58	\$285.42	84.1
1.23 EMPLOYER'S CONTRIB.- PERF	\$27,942.00	\$0.00	\$27,942.00	\$6,685.69	\$12,592.15	\$15,349.85	45.1
1.24 EMPLOYER'S CONTRIB.- INS.	\$26,000.00	\$0.00	\$26,000.00	\$2,095.29	\$8,220.78	\$17,779.22	31.6
1.31 OTHER PERSONAL SERVICES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.0
Subtotal	\$767,120.00		\$767,120.00	\$68,941.88	\$246,983.85	\$520,136.15	32.2
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
2.12 STATIONERY AND PRINTING	\$700.00	\$0.00	\$700.00	\$0.00	\$87.85	\$612.15	12.6
2.13 OTHER OFFICE SUPPLIES	\$5,600.00	\$0.00	\$5,600.00	\$12.97	\$1,815.57	\$3,784.43	32.4
2.21 CLEANING & SANITATION SUP	\$3,400.00	\$26.10	\$3,426.10	\$38.70	\$951.21	\$2,474.89	27.8
2.22 FUEL, OIL & LUBRICANTS	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	0.0
2.23 OTHER OPERATING SUPPLIES	\$4,000.00	\$0.00	\$4,000.00	\$432.58	\$2,076.12	\$1,923.88	51.9
2.31 BUILDING MATERIALS & SUPP	\$1,000.00	\$236.00	\$1,236.00	\$0.00	\$300.24	\$935.76	24.3
2.32 PAINT AND PAINTING SUPPLIE	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.33 REPAIR PARTS	\$500.00	\$0.00	\$500.00	\$0.00	\$86.35	\$413.65	17.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.41 LIBRARY SUPPLIES	\$5,500.00	\$0.00	\$5,500.00	\$304.70	\$1,495.35	\$4,004.65	27.2
2.42 AUTOMATION SUPPLIES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$415.20	\$2,084.80	16.6
Subtotal	\$24,370.00	\$262.10	\$24,632.10	\$788.95	\$7,227.89	\$17,404.21	29.3
<i>3. Other Services and Charge</i>							
3.11 CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.12 ENGINEERING & ARCH. SERVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.13 LEGAL SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$275.00	\$1,725.00	13.8
3.14 OTHER PROFESSIONAL SERVI	\$8,000.00	\$127.26	\$8,127.26	\$0.00	\$292.26	\$7,835.00	3.6
3.21 TELEPHONE	\$12,000.00	\$0.00	\$12,000.00	\$815.98	\$3,618.33	\$8,381.67	30.2
3.22 POSTAGE	\$6,000.00	\$0.00	\$6,000.00	\$849.01	\$1,699.72	\$4,300.28	28.3
3.23 TRAVELING EXPENSE	\$5,500.00	\$0.00	\$5,500.00	\$943.01	\$1,568.04	\$3,931.96	28.5
3.24 PROFESSIONAL MEETINGS	\$7,200.00	\$0.00	\$7,200.00	\$944.70	\$4,846.33	\$2,353.67	67.3
3.25 FREIGHT	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.0
3.26 NETWORKING	\$24,000.00	\$0.00	\$24,000.00	\$787.40	\$4,793.47	\$19,206.53	20.0
3.31 ADVERTISING & PUBLIC NOTIC	\$1,100.00	\$0.00	\$1,100.00	\$294.85	\$456.43	\$643.57	41.5
3.32 OTHER PRINTING	\$200.00	\$0.00	\$200.00	\$0.00	\$43.90	\$156.10	21.9
3.41 OFFICIAL BONDS	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
3.42 OTHER INSURANCE	\$14,500.00	\$0.00	\$14,500.00	\$8,927.00	\$10,186.00	\$4,314.00	70.2
3.51 GAS	\$29,000.00	\$0.00	\$29,000.00	\$1,522.26	\$7,282.58	\$21,717.42	25.1
3.52 ELECTRICITY	\$51,000.00	\$0.00	\$51,000.00	\$3,154.35	\$11,473.76	\$39,526.24	22.5
3.53 WATER	\$1,000.00	\$0.00	\$1,000.00	\$50.15	\$264.95	\$735.05	26.5
3.54 WASTE DISPOSAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$218.31	\$769.97	\$1,730.03	30.8
3.61 BUILDING & STRUCTURES	\$35,000.00	\$544.00	\$35,544.00	\$2,858.00	\$11,151.70	\$24,392.30	31.4
3.62 EQUIPMENT	\$12,000.00	\$0.00	\$12,000.00	\$25.00	\$212.06	\$11,787.94	1.8

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.71 REAL ESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 EQUIPMENT	\$240.00	\$0.00	\$240.00	\$9.95	\$115.80	\$124.20	48.3
3.91 DUES	\$2,600.00	\$0.00	\$2,600.00	\$50.00	\$920.00	\$1,680.00	35.4
3.92 INTEREST ON TEMPORARY LO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.93 TAXES & ASSESSMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.94 TRANSFER TO LIRF	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.0
3.95 SERVICE CONTRACTS	\$12,038.00	\$0.00	\$12,038.00	\$1,150.96	\$3,491.94	\$8,546.06	29.0
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.97 INTERVIEWING & MOVING EXP	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.98 MAINTENANCE CONTRACTS	\$41,500.00	\$0.00	\$41,500.00	\$2,718.00	\$7,675.00	\$33,825.00	18.5
Subtotal	\$308,298.00	\$671.26	\$308,969.26	\$25,318.93	\$71,137.24	\$237,832.02	23.0
<i>4. Capital Outlays</i>							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3 IMPROVEMENTS OTHER THAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$29,000.00	\$70.00	\$29,070.00	\$35.98	\$3,827.55	\$25,242.45	13.2
4.51 BOOKS	\$150,000.00	\$0.00	\$150,000.00	\$15,039.44	\$42,031.03	\$107,968.97	28.0
4.52 PERIODICALS & NEWSPAPERS	\$24,000.00	\$0.00	\$24,000.00	\$615.12	\$3,701.74	\$20,298.26	15.4
4.53 NONPRINTED MATERIALS	\$58,000.00	\$0.00	\$58,000.00	\$1,384.72	\$21,823.49	\$36,176.51	37.6
Subtotal	\$261,000.00	\$70.00	\$261,070.00	\$17,075.26	\$71,383.81	\$189,686.19	27.3
Grand Total	\$1,360,788.00	\$1,003.36	\$1,361,791.36	\$112,125.02	\$396,732.79	\$965,058.57	29.1

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Changes to Appropriations

<i>Date</i>	<i>Fund Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Reason</i>
2/22/98	100	4.4	\$70.00	Symantec's PC Anywhere-Rebate
4/14/99	100	3.61	\$544.00	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	3.14	\$127.26	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	2.21	\$26.10	Utica Ins. Claim-Ice Damage, Rens & DeM.
4/14/99	100	2.31	\$236.00	Utica Ins. Claim -Ice Damage, Rens & DeM

Register Of Claims
Jasper County Public Library

Report Date: From 4/1/99 To 4/30/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17737	3241	1999-2000 Directories of Grantm	OPERATING FUND	BOOKS	\$65.00	4/12/99	Directories
			OPERATING FUND	BOOKS	\$65.00		
				Total this claim	\$130.00		
17738	3242	A.M. Best Company, Inc.	OPERATING FUND	BOOKS	\$76.00	4/12/99	Agents Guide
			OPERATING FUND	BOOKS	\$76.00		
			OPERATING FUND	BOOKS	\$21.90		
				Total this claim	\$173.90		
17739	3243	ACE HARDWARE	OPERATING FUND	OTHER OPERATING SUPPLIE	\$7.94	4/12/99	Light Bulbs-Wheatfield Lib.
				Total this claim	\$7.94		
17740	3244	ALCO DISCOUNT STORE #290	OPERATING FUND	FURNITURE & EQUIPMENT	\$35.98	4/12/99	CD/Storage Tower
				Total this claim	\$35.98		
17741	3245	Alexander Hamilton Institute	OPERATING FUND	PERIODICALS & NEWSPAPER	\$99.00	4/12/99	Payroll Legal Alert subscription
				Total this claim	\$99.00		
17742	3246	ALL-PHASE ELECTRIC SUPPL	OPERATING FUND	OTHER OPERATING SUPPLIE	\$413.04	4/12/99	Ballast for #305 outdoor fixtures
				Total this claim	\$413.04		
17743	3247	AMERICAN LIBRARY ASSN	OPERATING FUND	BOOKS	\$40.50	4/12/99	Adminstrators Guide-Buildings, Caldeco
			OPERATING FUND	BOOKS	\$7.00		
			OPERATING FUND	BOOKS	\$50.20		
				Total this claim	\$97.70		
17744	3248	ANNE-MARIE EGAN	OPERATING FUND	TRAVELING EXPENSE	\$15.00	4/12/99	PLA Conference Expenses-3/26-27/99
			OPERATING FUND	PROFESSIONAL MEETINGS	\$66.66		
				Total this claim	\$81.66		
17745	3249	ASSOCIATED LIBRARIES, INC.	OPERATING FUND	BOOKS	\$189.86	4/12/99	Books
			OPERATING FUND	BOOKS	\$409.42		
			OPERATING FUND	BOOKS	\$173.91		
				Total this claim	\$773.19		
17746	3250	AUSTIN BOOK SALES	OPERATING FUND	BOOKS	\$97.92	4/12/99	Books-Standing Order
			OPERATING FUND	BOOKS	\$1.57		
				Total this claim	\$99.49		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17747	3251	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$198.00	4/12/99	March & April Financial Comp. Service
				Total this claim	<u>\$198.00</u>		
17748	3252	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$3,392.92	4/12/99	Books, Continuations, A.V., Gift Books
			OPERATING FUND	BOOKS	\$2,223.01		
			OPERATING FUND	BOOKS	\$1,444.55		
			OPERATING FUND	BOOKS	\$1,182.93		
			OPERATING FUND	BOOKS	\$373.07		
			OPERATING FUND	BOOKS	\$557.95		
			OPERATING FUND	BOOKS	\$14.45		
			OPERATING FUND	BOOKS	\$138.01		
			OPERATING FUND	BOOKS	\$5.98		
			OPERATING FUND	BOOKS	\$56.02		
			OPERATING FUND	BOOKS	\$195.52		
			OPERATING FUND	BOOKS	\$56.85		
			OPERATING FUND	BOOKS	\$45.64		
			OPERATING FUND	NONPRINTED MATERIALS	\$24.95		
			RENSSELAER GIFT FU	BOOKS	\$131.86		
				Total this claim	<u>\$9,843.71</u>		
17749	3253	BARNES & NOBLE	OPERATING FUND	BOOKS	\$10.36	4/12/99	Books, A.V., Summer Reading Prizes
			OPERATING FUND	BOOKS	\$29.43		
			OPERATING FUND	BOOKS	\$41.44		
			OPERATING FUND	BOOKS	\$7.33		
			OPERATING FUND	BOOKS	\$7.99		
			OPERATING FUND	NONPRINTED MATERIALS	\$80.96		
			OPERATING FUND	NONPRINTED MATERIALS	\$25.52		
			HOST/HOSPITALITY F	BOOKS	\$200.79		
				Total this claim	<u>\$403.82</u>		
17750	3254	BEST BUY CO., INC.	OPERATING FUND	NONPRINTED MATERIALS	\$448.69	4/12/99	Summer Rdg. Prizes, Videos, CDs, CD-
			OPERATING FUND	NONPRINTED MATERIALS	\$8.99		
			OPERATING FUND	LIBRARY SUPPLIES	\$54.95		
			OPERATING FUND	LIBRARY SUPPLIES	\$74.94		
			OPERATING FUND	LIBRARY SUPPLIES	\$74.94		
				Total this claim	<u>\$662.51</u>		

<i>Warran. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17751	3255	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$6.98	4/12/99	Books
			OPERATING FUND	BOOKS	\$13.98		
			OPERATING FUND	BOOKS	\$2.71		
				Total this claim	\$23.67		
17752	3256	BIERMA HARDWARE, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$8.62	4/12/99	Ice Melt
				Total this claim	\$8.62		
17753	3257	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$48.67	4/12/99	Mileage
				Total this claim	\$48.67		
17754	3258	CHELSEA HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$16.96	4/12/99	Book
				Total this claim	\$16.96		
17755	3259	CHICAGO TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$98.54	4/12/99	DeMotte 6-Mon.Subscription,3/29-9/26/
				Total this claim	\$98.54		
17756	3260	CROSSWIND SERVICES, INC.	OPERATING FUND	EQUIPMENT	\$25.00	4/12/99	Canon BJC Printer Repairs-DeM. & Cart
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$24.00		
				Total this claim	\$49.00		
17757	3261	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	4/12/99	Cooler Rental-April 1999-Wh. Lib.
				Total this claim	\$9.95		
17758	3262	DARYL'S PASTRY SHOP	OPERATING FUND	LIBRARY SUPPLIES	\$6.62	4/12/99	Winter Reading Program-Rens.
				Total this claim	\$6.62		
17759	3263	DAVID A. WARRAN	OPERATING FUND	BUILDING & STRUCTURES	\$105.00	4/12/99	Snow Removal, 3/6 & 3/10/99-Rens.
				Total this claim	\$105.00		
17760	3264	DEMOTTE CHAMBER OF COM	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$75.00	4/12/99	Expo Day, 5/1/99
				Total this claim	\$75.00		
17761	3265	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$91.59	4/12/99	PLA Conference Expenses, 3/26-27/99
			OPERATING FUND	PROFESSIONAL MEETINGS	\$7.97		
				Total this claim	\$99.56		
17762	3266	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$12.40	4/12/99	Mileage
				Total this claim	\$12.40		
17763	3267	DIANE OPOLSKI	OPERATING FUND	TRAVELING EXPENSE	\$13.64	4/12/99	Mileage-ASK Mtg.
				Total this claim	\$13.64		
17764	3268	DIVERSITY UNIFORMS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$13.90	4/12/99	Employee Name badges-2
				Total this claim	\$13.90		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17765	3269	FARM EQUIPMENT GUIDE	OPERATING FUND	BOOKS	\$40.00	4/12/99	Annual Farm Guide
			OPERATING FUND	BOOKS	\$40.00		
				Total this claim	\$80.00		
17766	3270	GAIL JUNG	OPERATING FUND	LIBRARY SUPPLIES	\$11.27	4/12/99	Oriental Trading Invoice-pd w/VISA
			OPERATING FUND	LIBRARY SUPPLIES	\$10.82		
			OPERATING FUND	LIBRARY SUPPLIES	\$9.76		
				Total this claim	\$31.85		
17767	3271	GAIL JUNG	OPERATING FUND	POSTAGE	\$30.11	4/12/99	Rensselaer Petty Cash: Postage, Book, Supply, VHS Tapes
			OPERATING FUND	BOOKS	\$12.00		
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$2.98		
			OPERATING FUND	LIBRARY SUPPLIES	\$4.05		
			SATELLITE FUND	LIBRARY SUPPLIES	\$9.97		
				Total this claim	\$59.11		
17768	3272	GALE GROUP	OPERATING FUND	BOOKS	\$99.75	4/12/99	Continutations - Country/World Leaders Author
			OPERATING FUND	BOOKS	\$12.56		
			OPERATING FUND	BOOKS	\$98.80		
				Total this claim	\$211.11		
17770	3273	GLEND A BROWN	OPERATING FUND	TRAVELING EXPENSE	\$27.28	4/12/99	Mileage-Ref. Counterparts & Mrktg.Mtg
				Total this claim	\$27.28		
17771	3274	Global Access Publications Inc.	OPERATING FUND	BOOKS	\$189.00	4/12/99	Amer. Business Directory
			OPERATING FUND	BOOKS	\$10.95		
				Total this claim	\$199.95		
17773	3275	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$11.80	4/12/99	Nameplate & holder
				Total this claim	\$11.80		
17774	3276	Heritage Pathways Inc.	RENSSELAER GIFT FU	BOOKS	\$22.95	4/12/99	Gift Book-Rens.
				Total this claim	\$22.95		
17772	3277	H. W. WILSON COMPANY	OPERATING FUND	NONPRINTED MATERIALS	\$219.00	4/12/99	Current Biography-windows version
			OPERATING FUND	NONPRINTED MATERIALS	\$5.00		
				Total this claim	\$224.00		
17775	3278	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$38.70	4/12/99	Antibacterial Hand Gel Cleaner
				Total this claim	\$38.70		
17769	3279	GAYLORD BROS.	OPERATING FUND	BOOKS	\$193.20	4/12/99	Continuous Label Sets, Spine Labels
				Total this claim	\$193.20		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17776	3280	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$38.00	4/12/99	Incolsa Spring Bd. Mtg., Budget Wrkshp
			OPERATING FUND	DUES	\$50.00		
				Total this claim	\$88.00		
17777	3281	Indiana Association of Home Ed	OPERATING FUND	BOOKS	\$10.00	4/12/99	Book
				Total this claim	\$10.00		
17778	3282	INDIANA DEPT.OF WORKFOR	OPERATING FUND	UNEMPLOYMENT COMPENSA	\$1,439.41	4/12/99	Qtly. Unemployment Compensation Py
				Total this claim	\$1,439.41		
17779	3283	INDIANA STATE LIBRARY	PUBLIC LIBRARY ACC	LIBRARY SUPPLIES	\$23.00	4/12/99	1st Quarter 1999 Plac Cards Sold
				Total this claim	\$23.00		
17780	3284	INGRAM	OPERATING FUND	BOOKS	\$2.99	4/12/99	Books
			OPERATING FUND	BOOKS	\$15.30		
			OPERATING FUND	BOOKS	\$24.18		
			OPERATING FUND	BOOKS	\$19.07		
			OPERATING FUND	BOOKS	\$9.55		
			OPERATING FUND	BOOKS	\$7.17		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$3.99		
				Total this claim	\$87.03		
17781	3285	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$27.93	4/12/99	Books
			OPERATING FUND	BOOKS	\$127.82		
			OPERATING FUND	BOOKS	\$27.93		
			OPERATING FUND	BOOKS	\$14.84		
				Total this claim	\$198.52		
17782	3286	JACKIE SAXON	OPERATING FUND	TRAVELING EXPENSE	\$57.97	4/12/99	Toys 'R Us Summer Rdg. Prizes, Mileag
			OPERATING FUND	PROFESSIONAL MEETINGS	\$10.30		Wkshp expense
			OPERATING FUND	LIBRARY SUPPLIES	\$19.97		
			OPERATING FUND	LIBRARY SUPPLIES	\$5.99		
				Total this claim	\$94.23		
17784	3287	Joan Kopanda	OPERATING FUND	TRAVELING EXPENSE	\$13.64	4/12/99	Mileage-Book Discussion
				Total this claim	\$13.64		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17783	3288	Jasper County 4-H Council	OPERATING FUND	BOOKS	\$15.00	4/12/99	County Plat Books-3
			OPERATING FUND	BOOKS	\$15.00		
			OPERATING FUND	BOOKS	\$15.00		
				Total this claim	\$45.00		
17785	3289	LIBRARY VIDEO COMPANY	OPERATING FUND	NONPRINTED MATERIALS	\$74.90	4/12/99	CD-Roms
			OPERATING FUND	NONPRINTED MATERIALS	\$5.00		
				Total this claim	\$79.90		
17786	3290	M W INSURANCE AGENCY	OPERATING FUND	OTHER INSURANCE	\$8,927.00	4/12/99	Bldg. Insurance/Workman's Comp Polic 4/16/00
				Total this claim	\$8,927.00		
17787	3291	MANUFACTURERS' NEWS, IN	OPERATING FUND	BOOKS	\$102.00	4/12/99	Indiana Manufacturer's Directory-1999
				Total this claim	\$102.00		
17788	3292	MARSHALL CAVENDISH CORP	OPERATING FUND	BOOKS	\$881.20	4/12/99	Books
			OPERATING FUND	BOOKS	\$149.95		
			OPERATING FUND	BOOKS	\$61.87		
				Total this claim	\$1,093.02		
17789	3293	MICHELLE HEEKE BRADLEY	OPERATING FUND	TRAVELING EXPENSE	\$123.69	4/12/99	PLA Conference Expense/Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$10.91		
				Total this claim	\$134.60		
17790	3294	MOOLENAAR SUPREME PROF	OPERATING FUND	BUILDING & STRUCTURES	\$159.00	4/12/99	1999 Lawn Fertilization-DeM. & Whtfid.
			OPERATING FUND	BUILDING & STRUCTURES	\$90.00		
				Total this claim	\$249.00		
17791	3295	MOYER BOOK SALES	OPERATING FUND	BOOKS	\$171.59	4/12/99	Children Books
			OPERATING FUND	BOOKS	\$66.11		
			OPERATING FUND	BOOKS	\$69.97		
				Total this claim	\$307.67		
17792	3296	N.F.P.A.	OPERATING FUND	BOOKS	\$54.50	4/12/99	1999 NEC Looseleaf
			OPERATING FUND	BOOKS	\$54.50		
			OPERATING FUND	BOOKS	\$54.50		
			OPERATING FUND	BOOKS	\$5.95		
				Total this claim	\$169.45		
17793	3297	NATIONAL GEOGRAPHIC SOC	OPERATING FUND	BOOKS	\$11.95	4/12/99	Book
			OPERATING FUND	BOOKS	\$2.95		
				Total this claim	\$14.90		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17794	3298	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	4/12/99	Telephone Service-April 1999-DeMotte
				Total this claim	\$26.07		
17796	3299	OVGTSL	OPERATING FUND	PROFESSIONAL MEETINGS	\$80.00	4/12/99	OVGTSL Annual Mtg., 5/20-21/99, J. Ev
				Total this claim	\$80.00		
17795	3300	OOMS DISPOSAL SERVICE IN	OPERATING FUND	WASTE DISPOSAL SERVICES	\$47.00	4/12/99	Trash Service 4/1-6/30-99, DeMotte Lib.
				Total this claim	\$47.00		
17797	3301	PATRICK OATIS	OPERATING FUND	PROFESSIONAL MEETINGS	\$142.50	4/12/99	Deposit-Sign Language Instruction, 4/8-
			HOST/HOSPITALITY F	PROFESSIONAL MEETINGS	\$172.50		@ Rens. Lib.
				Total this claim	\$315.00		
17798	3302	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$75.00	4/12/99	Snow Removal @ Whtfd; Replace ceili
			OPERATING FUND	BUILDING & STRUCTURES	\$75.00		lights @ DeM.
				Total this claim	\$150.00		
17799	3303	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$801.19	4/12/99	Postcards (Sign Language Class) & Pos
			HOST/HOSPITALITY F	POSTAGE	\$2.81		
				Total this claim	\$804.00		
17800	3304	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$1,243.00	4/12/99	HVAC repairs @ DeMotte & Rens.
			OPERATING FUND	BUILDING & STRUCTURES	\$309.50		
				Total this claim	\$1,552.50		
17801	3305	PUBLIC EMPLOYEES' RETIRE	OPERATING FUND	EMPLOYER'S CONTRIB. - PER	\$6,685.69	4/12/99	1st Qtr Payment 1999
			P.E.R.F.	SALARIES AND WAGES	\$4,011.32		
				Total this claim	\$10,697.01		
17807	3306	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$19.98	4/12/99	Books
			OPERATING FUND	BOOKS	\$95.81		
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$9.81		
				Total this claim	\$152.57		
17802	3307	Quality Time Education, Inc.	OPERATING FUND	NONPRINTED MATERIALS	\$120.00	4/12/99	A.V.
			OPERATING FUND	NONPRINTED MATERIALS	\$120.00		
			OPERATING FUND	NONPRINTED MATERIALS	\$12.00		
				Total this claim	\$252.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17803	3308	QUILL	OPERATING FUND	BOOKS	\$577.66	4/12/99	Contact Paper & credit on Laser Cartr.
			OPERATING FUND	OTHER OFFICE SUPPLIES	(\$90.84)		
				Total this claim	\$486.82		
17805	3310	RACHAEL CAVINDER	OPERATING FUND	TRAVELING EXPENSE	\$13.64	4/12/99	Mileage-ASK Mtg.
				Total this claim	\$13.64		
17806	3311	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$82.80	4/12/99	A.V.
			OPERATING FUND	NONPRINTED MATERIALS	\$32.40		
			OPERATING FUND	NONPRINTED MATERIALS	\$43.50		
			OPERATING FUND	NONPRINTED MATERIALS	\$5.80		
				Total this claim	\$164.50		
17808	3312	RELIABLE CORPORATION	OPERATING FUND	OTHER OFFICE SUPPLIES	\$46.63	4/12/99	Copy Paper, calendar
				Total this claim	\$46.63		
17809	3313	RENSSELAER LUMBER CO.	OPERATING FUND	BUILDING & STRUCTURES	\$59.00	4/12/99	Ceiling Tiles-DeMotte Lib.
				Total this claim	\$59.00		
17810	3314	RENSSELAER REPUBLICAN	OPERATING FUND	PERIODICALS & NEWSPAPER	\$43.00	4/12/99	Classified Ad-Multi-Dept., Open House
			OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$219.85		to KV Post
				Total this claim	\$262.85		
17811	3315	ROURKE PUBLISHING GROUP	OPERATING FUND	BOOKS	\$126.85	4/12/99	Books
			OPERATING FUND	BOOKS	\$249.91		
			OPERATING FUND	BOOKS	\$71.05		
				Total this claim	\$447.81		
17812	3316	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$965.04	4/12/99	Transport Service, 2/26-3/26/99
				Total this claim	\$965.04		
17813	3317	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$525.49	4/12/99	Mileage, CIL Workshop Expenses, UPS
			OPERATING FUND	POSTAGE	\$17.71		
			OPERATING FUND	PROFESSIONAL MEETINGS	\$280.88		
				Total this claim	\$824.08		
17814	3318	Springfield Inn	OPERATING FUND	PROFESSIONAL MEETINGS	\$135.68	4/12/99	Single Room, Jen Evers, 5/19 & 5/20/99
				Total this claim	\$135.68		OVGTSL Mtg.
17815	3319	SPRINT	OPERATING FUND	TELEPHONE	\$106.53	4/12/99	Long Distance-March 1999
			OPERATING FUND	TELEPHONE	\$40.90		
			OPERATING FUND	TELEPHONE	\$12.00		
				Total this claim	\$159.43		

<i>Warra.</i> <i>Number</i>	<i>Claim</i> <i>Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17816	3320	STECK-VAUGHN COMPANY	OPERATING FUND	BOOKS	\$20.99	4/12/99	Books
			OPERATING FUND	BOOKS	\$15.98		
			OPERATING FUND	BOOKS	\$2.22		
				Total this claim	\$39.19		
17817	3321	SUNCOAST #3009	OPERATING FUND	NONPRINTED MATERIALS	\$75.21	4/12/99	Videos
				Total this claim	\$75.21		
17818	3322	TERRY J. FERRELL	OPERATING FUND	BUILDING & STRUCTURES	\$161.50	4/12/99	Snow Removal @ Wheatfield Lib. & Co improvements/repair
				Total this claim	\$161.50		
17819	3323	THINK TANK INFORMATION S	OPERATING FUND	BUILDING & STRUCTURES	\$68.00	4/12/99	Laptop Repairs
				Total this claim	\$68.00		
17820	3324	TRUGREEN-CHEMLAWN	OPERATING FUND	BUILDING & STRUCTURES	\$513.00	4/12/99	1999 Lawn Fertilization & Aeration @ R
				Total this claim	\$513.00		
17821	3325	TYSEN'S COUNTRY GROCER	OPERATING FUND	LIBRARY SUPPLIES	\$6.90	4/12/99	Book Discussion/Open House/After Sch
			OPERATING FUND	LIBRARY SUPPLIES	\$24.49		
				Total this claim	\$31.39		
17823	3326	UNIVERSITY MICROFILMS INT	OPERATING FUND	PERIODICALS & NEWSPAPER	\$75.58	4/12/99	Rens. Republican Microfiche-9/1-12/31/
				Total this claim	\$75.58		
17822	3327	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$185.92	4/12/99	Initial & Secondary Placements, 2/1-3/1
				Total this claim	\$185.92		
17824	3328	WALL STREET JOURNAL	OPERATING FUND	PERIODICALS & NEWSPAPER	\$299.00	4/12/99	2 yr Subscription-7/1/99-7/1/01-Wh..
				Total this claim	\$299.00		
0	3329	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	4/9/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$24,321.49		
			OPERATING FUND	WAGES OF JANITORS	\$1,472.72		
				Total this claim	\$27,653.21		
17825	3330	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,095.28	4/9/99	Withheld from Payroll;4/9/99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow,Weed, Woods,Maxwell
				Total this claim	\$1,095.28		
17826	3331	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$2,006.94	4/9/99	Health Insurance Premium;April '99
		#125 PLAN		SALARIES AND WAGES	\$1,300.09		13 Employees
				Total this claim	\$3,307.03		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17827	3332	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$45.00	4/9/99	Legally Speaking Workshop;5/5/99 York,Bradley & Kooy
				Total this claim	\$45.00		
17828	3333	NIPSCO	OPERATING FUND	GAS	\$835.63	4/9/99	Demotte Utilities;2/18/99-3/19/99
			OPERATING FUND	ELECTRICITY	\$1,447.01		
				Total this claim	\$2,282.64		
17829	3334	RELIABLE CORPORATION	OPERATING FUND	OTHER OFFICE SUPPLIES	\$7.48	4/12/99	Copy Paper
				Total this claim	\$7.48		
17830	3335	Super 8 Remington	OPERATING FUND	PROFESSIONAL MEETINGS	\$46.80	4/9/99	Single Room-Brent Bowen, 4/22/99, CO
				Total this claim	\$46.80		
17831	3336	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	4/9/99	Sewer Service, Feb 1999-DeM. Lib.
				Total this claim	\$45.66		
17832	3337	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	4/9/99	Sewer Service-April 1999, Wheatf.Lib
				Total this claim	\$41.05		
0	3338	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,647.04	4/20/99	State & County Tax withheld Mar 99 - R
			CO TAX COLLECTED	SALARIES AND WAGES	\$469.71		28, 3/25/99 @ 9:30 AM.
				Total this claim	\$2,116.75		
0	3339	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$2,065.77	4/9/99	FED & FICA Tax Withheld 09 APR 99 -
			FICA TAX COLLECTED	SALARIES AND WAGES	\$2,065.77		PM, Transfer Date 4/12/99
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,758.61		
				Total this claim	\$6,890.15		
0	3340	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	4/23/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,672.96		
			OPERATING FUND	WAGES OF JANITORS	\$1,455.69		
				Total this claim	\$26,987.65		
17833	3341	ANTHEM LIFE	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$88.35	4/23/99	Life Premium due 5/1/99, 19 empl.
				Total this claim	\$88.35		
17834	3342	CITY OF RENSSELAER	OPERATING FUND	GAS	\$594.72	4/23/99	Rensselaer Utilities-3/8-4/8/99
			OPERATING FUND	ELECTRICITY	\$1,155.53		
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$84.60		
				Total this claim	\$1,885.00		
17835	3343	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$80.00	4/23/99	Intermediate Reference Training, 7/13/9 Mays,Cavinder,Carr, Rusher,Hesterman
				Total this claim	\$80.00		

<i>War Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17836	3344	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,095.28	4/23/99	Withheld from 23 APR 99 Payroll - 10 e
				Total this claim	<u>\$1,095.28</u>		
17837	3345	NAPPANEE PUBLIC LIBRARY	OPERATING FUND	MAINTENANCE CONTRACTS	\$2,520.00	4/23/99	NICCL CONTRACT, 4/1/99-4/1/00, 6 HRS/MONTH
				Total this claim	<u>\$2,520.00</u>		
17838	3346	NIPSCO	OPERATING FUND	GAS	\$91.91	4/23/99	Wheatfield Lib. Utilities-3/15-4/14/99
			OPERATING FUND	ELECTRICITY	\$551.81		
				Total this claim	<u>\$643.72</u>		
17839	3347	SPRINT	OPERATING FUND	TELEPHONE	\$466.24	4/23/99	Rens & Wh. April Phones-local & Data
			OPERATING FUND	NETWORKING	\$787.40		
			OPERATING FUND	TELEPHONE	\$164.24		
				Total this claim	<u>\$1,417.88</u>		
0	3348	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$2,014.86	4/23/99	EFT-Fed & FICA Taxes Withheld 23AP 61705008 , transferred 4/26/9
			FICA TAX COLLECTED	SALARIES AND WAGES	\$2,014.86		
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,673.26		
				Total this claim	<u>\$6,702.98</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
Total Amount of Claims					\$131,820.12		

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, April 30, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 12 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$131,820.12

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JASPER COUNTY PUBLIC LIBRARY

Receipt Breakdown

April 30, 1999

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
F S & FEES:			\$2,634.51	\$9,628.42
DeMotte	\$1,222.88	\$3,668.80		
Rensselaer	\$847.72	\$3,629.72		
Wheatfield	\$563.91	\$2,329.90		
PHOTOCOPIES:			\$726.69	\$2,582.64
DeMotte	\$308.78	\$1,025.18		
Rensselaer	\$346.51	\$1,184.91		
Wheatfield	\$71.40	\$372.55		
CARDS:			\$59.00	\$293.00
DeMotte	\$16.00	\$102.00		
Rensselaer	\$37.00	\$147.00		
Wheatfield	\$6.00	\$44.00		
COMPUTER DISKS:			\$0.70	\$11.90
INTEREST:			\$495.23	\$6,196.53
TAXES:			\$102.00	\$102.00
Property Tax	\$0.00	\$0.00		
Financial Institution Tax	\$102.00	\$102.00		
License Excise Tax	\$0.00	\$0.00		
Local Option/Certified Shares	\$0.00	\$0.00		
Local Option/Property Tax Repl.	\$0.00	\$0.00		
State Distribution	\$0.00	\$0.00		
REFUNDS:			\$1,765.36	\$5,898.96
Insurance Refund	\$1,759.36	\$2,898.36		
Elron Software Refund	\$0.00	\$2,882.00		
PC Anywhere Rebate	\$0.00	\$70.00		
Energizer Rebate	\$6.00	\$8.60		
Panasonic Rebate	\$0.00	\$40.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
TOTAL OPERATING FUND RECEIPTS:			\$5,783.49	\$24,713.45
PLAC FUND:			\$0.00	\$23.00
GIFT FUNDS:			\$76.08	\$331.70
DeMotte	\$30.00	\$45.00		
Rensselaer	\$46.08	\$286.70		
Wheatfield	\$0.00	\$0.00		
LIBRARY IMPROVEMENT FUND:			\$193.66	\$842.65
BOND & INTEREST REDEMPTION FUN			\$59.00	\$59.00
Property Tax	\$0.00	\$0.00		
Financial Institution Tax	\$59.00	\$59.00		
License Excise Tax	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:			\$535.00	\$714.76
ORAL HISTORY GRANT FUND:			\$0.00	\$0.00
RECIPROCAL BORROWING:			\$0.00	\$0.00
LEVY EXCESS FUND:			\$0.00	\$0.00
S LITE FUND:			\$0.00	\$0.00
INDIANA TECHNOLOGY GRANT FUND:			\$0.00	\$0.00
STATE TECHNOLOGY GRANT 1997:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$0.00	\$0.00
CASH CHANGE FUND			\$0.00	\$10.00
SUB-TOTAL (page 1):			\$6,647.23	\$26,694.56

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS</u> <u>THIS MONTH</u>	<u>TOTAL RECEIPTS</u> <u>YEAR-TO-DATE</u>
WITHHOLDING ACCOUNT FUNDS:				
			\$16,701.27	\$63,872.75
FIT Tax Collected	\$5,431.87	\$20,894.06		
FICA Collected	\$4,080.63	\$15,598.26		
State Tax Collected	\$1,792.84	\$6,883.62		
County Tax Collected	\$511.14	\$1,958.92		
INDIANA Deferred Comp	\$2,190.56	\$7,965.80		
#125 Plan	\$1,300.10	\$5,160.64		
Health/Life Insurance	\$0.00	\$6.00		
PERF	\$1,394.13	\$5,405.45		
TOTAL RECEIPTS - ALL FUNDS.....			\$23,348.50	\$90,567.31

Register Of Claims
Jasper County Public Library

Report Date: From 5/1/99 To 5/10/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17840	3349	A.M. Best Company, Inc.	OPERATING FUND	BOOKS	\$1,112.00	5/10/99	Books
			OPERATING FUND	BOOKS	\$27.90		
				Total this claim	\$1,139.90		
17841	3350	ACE HARDWARE	OPERATING FUND	OTHER OPERATING SUPPLIE	\$9.98	5/10/99	Trash bags, hardware
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$1.53		
				Total this claim	\$11.51		
17842	3351	ALCO DISCOUNT STORE #290	OPERATING FUND	LIBRARY SUPPLIES	\$10.99	5/10/99	National Library Week prize-Wheat.
				Total this claim	\$10.99		
17843	3352	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$2,006.94	5/10/99	Health Ins. Premium-May '99
		#125 PLAN		SALARIES AND WAGES	\$1,300.09		13 Employees
				Total this claim	\$3,307.03		
17844	3353	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$1,988.24	5/10/99	Books
			OPERATING FUND	BOOKS	\$677.77		
			OPERATING FUND	BOOKS	\$1,266.48		
			OPERATING FUND	BOOKS	\$725.13		
			OPERATING FUND	BOOKS	\$350.60		
			OPERATING FUND	BOOKS	\$502.73		
			OPERATING FUND	BOOKS	\$88.29		
			OPERATING FUND	BOOKS	\$86.93		
			OPERATING FUND	BOOKS	\$45.19		
			OPERATING FUND	BOOKS	\$526.79		
			OPERATING FUND	BOOKS	\$347.76		
			OPERATING FUND	BOOKS	\$46.23		
			OPERATING FUND	BOOKS	\$20.98		
			OPERATING FUND	BOOKS	\$29.55		
			RENSSELAER GIFT FU	BOOKS	\$16.77		
			OPERATING FUND	NONPRINTED MATERIALS	\$7.20		
			OPERATING FUND	NONPRINTED MATERIALS	\$10.19		
				Total this claim	\$6,736.83		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17845	3354	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$5.58	5/10/99	Books
			OPERATING FUND	BOOKS	\$1.13		
				Total this claim	\$6.71		
17846	3355	Bowen Library Services, Inc.	OPERATING FUND	PROFESSIONAL MEETINGS	\$500.00	5/10/99	Staff Development-4/23/99 "The Art of Patron Service"
				Total this claim	\$500.00		
17847	3356	CAREER TRACK INC.	OPERATING FUND	PROFESSIONAL MEETINGS	\$447.00	5/10/99	Criticism & Discipline Skills Bradley-6/24/99;Daugherty & Kooy-6/29
				Total this claim	\$447.00		
17848	3357	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$135.13	5/10/99	ILF expenses, mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$5.46		
				Total this claim	\$140.59		
17849	3358	CHELSEA HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$16.96	5/10/99	Books
				Total this claim	\$16.96		
17850	3359	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	5/10/99	Water & Cooler Rental-Wheatfield
			OPERATING FUND	WATER	\$44.55		
				Total this claim	\$54.50		
17851	3360	DARYL'S PASTRY SHOP	DEMOTTE GIFT FUND	PROFESSIONAL MEETINGS	\$6.00	5/10/99	Staff Development Day-4/23/99
			RENSSELAER GIFT FU	PROFESSIONAL MEETINGS	\$6.00		
			WHEATFIELD GIFT FU	PROFESSIONAL MEETINGS	\$3.00		
				Total this claim	\$15.00		
17852	3361	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$26.11	5/10/99	Books
			OPERATING FUND	BOOKS	\$1,639.45		
			OPERATING FUND	BOOKS	\$1,019.74		
			OPERATING FUND	BOOKS	\$370.47		
			OPERATING FUND	BOOKS	\$109.70		
			OPERATING FUND	BOOKS	\$55.85		
			OPERATING FUND	BOOKS	\$225.49		
				Total this claim	\$3,446.81		
17853	3362	DEMCO	OPERATING FUND	LIBRARY SUPPLIES	\$36.42	5/10/99	Keyboard Drawer, Category cards
			OPERATING FUND	FURNITURE & EQUIPMENT	\$23.49		
				Total this claim	\$59.91		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17854	3363	DEVON'S FAMILY RESTAURA	DEMOTTE GIFT FUND	PROFESSIONAL MEETINGS	\$78.00	5/10/99	Staff Development Day-4/23/99
			RENSSELAER GIFT FU	PROFESSIONAL MEETINGS	\$78.00		
			WHEATFIELD GIFT FU	PROFESSIONAL MEETINGS	\$39.00		
				Total this claim	\$195.00		
17855	3364	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$19.22	5/10/99	Mileage
				Total this claim	\$19.22		
17856	3365	EDUCATORS PROGRESS SER	OPERATING FUND	BOOKS	\$38.95	5/10/99	Continuation Books-
			OPERATING FUND	BOOKS	\$38.95		Guide/Free Computer Materials
			OPERATING FUND	BOOKS	\$38.95		
			OPERATING FUND	BOOKS	\$14.85		
				Total this claim	\$131.70		
17857	3366	FASE'S WATER TREATMENT	OPERATING FUND	BUILDING MATERIALS & SUPP	\$131.25	5/10/99	15 Bags of Redout-Demotte 4/10 & 4/20/99
				Total this claim	\$131.25		
17858	3367	GA FOODS GROUP	DEMOTTE GIFT FUND	PROFESSIONAL MEETINGS	\$8.24	5/10/99	Staff Development Day-4/23/99
			RENSSELAER GIFT FU	PROFESSIONAL MEETINGS	\$8.24		Rens. Adult & Children's Program Supp
			WHEATFIELD GIFT FU	PROFESSIONAL MEETINGS	\$4.13		
			OPERATING FUND	LIBRARY SUPPLIES	\$4.68		
			OPERATING FUND	LIBRARY SUPPLIES	\$10.74		
				Total this claim	\$36.03		
17859	3368	GALE GROUP	OPERATING FUND	BOOKS	\$144.00	5/10/99	Books
			OPERATING FUND	BOOKS	\$133.00		
			RENSSELAER GIFT FU	BOOKS	\$945.25		
			OPERATING FUND	BOOKS	\$49.72		
				Total this claim	\$1,271.97		
17860	3369	GLENDA BROWN	OPERATING FUND	TRAVELING EXPENSE	\$24.18	5/10/99	ILF expense, Mileage-Historical Society
			OPERATING FUND	PROFESSIONAL MEETINGS	\$5.28		
				Total this claim	\$29.46		
17861	3370	H. W. WILSON COMPANY	OPERATING FUND	PERIODICALS & NEWSPAPER	\$240.00	5/10/99	Readers Guide Subscription 7/99 - 6/00;Wheat
				Total this claim	\$240.00		
17862	3371	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$6.19	5/10/99	Thermal Fax Paper
				Total this claim	\$6.19		
17863	3372	HIGHSMITH CO. INC.	OPERATING FUND	OTHER OFFICE SUPPLIES	\$180.07	5/10/99	1000 Blank NCR Forms
				Total this claim	\$180.07		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17864	3373	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$395.62	5/10/99	Paper Towels, M-Folds, Toilet Tissue,
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$39.09		Kleenex, Stainless Steel Cleaner, Trash
				Total this claim	\$434.71		
17865	3374	ibd	OPERATING FUND	BOOKS	\$169.00	5/10/99	Books-AT & T Tollfree Directories
			OPERATING FUND	BOOKS	\$169.00		
			OPERATING FUND	BOOKS	\$169.00		
			OPERATING FUND	BOOKS	\$52.50		
				Total this claim	\$559.50		
17866	3375	ICBO	OPERATING FUND	BOOKS	\$103.45	5/10/99	Books
			OPERATING FUND	BOOKS	\$143.45		
			OPERATING FUND	BOOKS	\$103.45		
			OPERATING FUND	BOOKS	\$7.50		
				Total this claim	\$357.85		
17867	3376	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$40.00	5/10/99	Intro to Microsoft Excell 97 MIC-006,5/25/99;Whited
				Total this claim	\$40.00		
17868	3377	INGRAM	OPERATING FUND	BOOKS	\$5.38	5/10/99	Books
			OPERATING FUND	BOOKS	\$23.40		
			OPERATING FUND	BOOKS	\$29.01		
			OPERATING FUND	BOOKS	\$23.94		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$6.64		
				Total this claim	\$93.75		
17869	3378	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$62.31	5/10/99	Books
			OPERATING FUND	BOOKS	\$107.87		
			OPERATING FUND	BOOKS	\$12.53		
				Total this claim	\$182.71		
17870	3379	INTUIT	OPERATING FUND	NONPRINTED MATERIALS	\$74.75	5/10/99	CD Rom's
			OPERATING FUND	NONPRINTED MATERIALS	\$29.90		
				Total this claim	\$104.65		
17871	3380	JACK STANDISH	OPERATING FUND	BUILDING MATERIALS & SUPP	\$53.42	5/10/99	Shelf Unit Building Supplies Rens.
				Total this claim	\$53.42		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17872	3381	JACKIE SAXON	OPERATING FUND	PROFESSIONAL MEETINGS	\$6.41	5/10/99	ILF expense 4/12/99
Total this claim					<u>\$6.41</u>		
17873	3382	JAMES STATON	OPERATING FUND	TRAVELING EXPENSE	\$78.74	5/10/99	ILF Mileage
Total this claim					<u>\$78.74</u>		
17874	3383	JENNIFER L. EVERS	OPERATING FUND	PROFESSIONAL MEETINGS	\$19.85	5/10/99	ILF Mileage & Expenses
			OPERATING FUND	TRAVELING EXPENSE	\$95.48		
Total this claim					<u>\$115.33</u>		
17875	3384	KEM'S TRUSTWORTHY HARD	OPERATING FUND	REPAIR PARTS	\$11.99	5/10/99	Exhaust Fan Belt-Rens.
Total this claim					<u>\$11.99</u>		
17876	3385	KIRBY RISK CORPORATION	OPERATING FUND	REPAIR PARTS	\$64.35	5/10/99	Dimmer Switch-Rens.
Total this claim					<u>\$64.35</u>		
17877	3386	KOLORTECH, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$460.60	5/10/99	120-Fluorescent Bulbs
Total this claim					<u>\$460.60</u>		
17878	3387	LARGE PRINT LIBRARY DISCO	OPERATING FUND	BOOKS	\$71.92	5/10/99	Books
			OPERATING FUND	BOOKS	\$4.76		
Total this claim					<u>\$76.68</u>		
17879	3388	LISA RUSHER	OPERATING FUND	PROFESSIONAL MEETINGS	\$5.28	5/10/99	ILF expense 4/8/99
Total this claim					<u>\$5.28</u>		
17880	3389	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$202.49	5/10/99	Postage, Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$6.80		ILF Expense
			OPERATING FUND	POSTAGE	\$3.97		
Total this claim					<u>\$213.26</u>		
17881	3390	MARKS HOME IMPROVEMENT	OPERATING FUND	BUILDING & STRUCTURES	\$230.00	5/10/99	Snow Removal;3/6 & 3/9/99 Demotte
Total this claim					<u>\$230.00</u>		
17882	3391	PATRICK OATIS	OPERATING FUND	PROFESSIONAL MEETINGS	\$142.50	5/10/99	Sign Language Class
			HOST/HOSPITALITY F	PROFESSIONAL MEETINGS	\$172.50		4/8 - 5/13/99;Rens.
Total this claim					<u>\$315.00</u>		
17883	3392	PATTY STRINGFELLOW	OPERATING FUND	TRAVELING EXPENSE	\$34.20	5/10/99	Mileage-Volunteer Conf.
Total this claim					<u>\$34.20</u>		
17884	3393	PAT WETSELAAR	OPERATING FUND	BOOKS	\$26.94	5/10/99	Refund-2 Lost Books Returned "Secret Place of Thunder" "Stronger Abs & Back"
Total this claim					<u>\$26.94</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17885	3394	PBS VIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$149.88	5/10/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$9.75		
				Total this claim	\$159.63		
17886	3395	PEGGY WOODS	OPERATING FUND	TRAVELING EXPENSE	\$40.92	5/10/99	Mileage & ILF expense
			OPERATING FUND	PROFESSIONAL MEETINGS	\$20.99		
				Total this claim	\$61.91		
17887	3396	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$50.00	5/10/99	Clean Gutters, Repair & Replace Lights-Wheat
			OPERATING FUND	BUILDING & STRUCTURES	\$25.00		Lights, ceiling tiles, repair mtg. Room door handle-Dem.
				Total this claim	\$75.00		
17888	3397	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$2,080.82	5/10/99	Repipe Dem. A/C system,repairs for recirculating pump & exhaust fan, VAV repairs
			OPERATING FUND	BUILDING & STRUCTURES	\$11,088.11		
				Total this claim	\$13,168.93		
17889	3398	PUBLISHING SALES CONSULT	OPERATING FUND	BOOKS	\$120.85	5/10/99	Books
			OPERATING FUND	BOOKS	\$269.85		
			OPERATING FUND	BOOKS	\$27.35		
				Total this claim	\$418.05		
17890	3399	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$631.42	5/10/99	Contact paper,report covers,Fax Toner cartridges,envelopes,copy paper,markers,pens,Panasonic ribbons, cassette.
			OPERATING FUND	BOOKS	\$41.96		
			OPERATING FUND	LIBRARY SUPPLIES	\$31.64		
			OPERATING FUND	LIBRARY SUPPLIES	\$1.92		
				Total this claim	\$706.94		
17891	3400	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$81.20	5/10/99	Audio Books
			OPERATING FUND	NONPRINTED MATERIALS	\$81.20		
			OPERATING FUND	NONPRINTED MATERIALS	\$24.40		
			OPERATING FUND	NONPRINTED MATERIALS	\$7.60		
				Total this claim	\$194.40		
17892	3401	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$8.99	5/10/99	Books
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$2.93		
				Total this claim	\$20.91		
17893	3402	RENEE CARR	OPERATING FUND	TRAVELING EXPENSE	\$13.64	5/10/99	ILF expense & mileage 4/8/99
			OPERATING FUND	PROFESSIONAL MEETINGS	\$3.79		
				Total this claim	\$17.43		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17894	3403	RENSSELAER REPUBLICAN	OPERATING FUND	PERIODICALS & NEWSPAPER	\$106.25	5/10/99	Capital Funds Project Ad,Page position, Annual Subscription-D
			OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$338.66		
				Total this claim	\$444.91		
17895	3404	SAFETYTECH	OPERATING FUND	NONPRINTED MATERIALS	\$59.95	5/10/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$59.95		
				Total this claim	\$119.90		
17896	3405	SAINT JOSEPH COLLEGE	OPERATING FUND	BOOKS	\$83.00	5/10/99	Lost ILL Book-Ren. Monon:The Hoosier Line
				Total this claim	\$83.00		
17897	3406	SEA CHANGE CORPORATION	OPERATING FUND	NONPRINTED MATERIALS	\$50.00	5/10/99	Upgrade BookWhere 2000 Upgrade
			OPERATING FUND	NONPRINTED MATERIALS	\$3.95		
				Total this claim	\$53.95		
17898	3407	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$763.99	5/10/99	Transport Service;4/2, 4/9,4/16,4/23/99
				Total this claim	\$763.99		
17899	3408	SELECTVIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$49.90	5/10/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$5.00		
				Total this claim	\$54.90		
17900	3409	SMITH TRUE VALUE FARM ST	OPERATING FUND	BUILDING MATERIALS & SUPP	\$7.79	5/10/99	Doorbell-Dem.,Doorstop
			OPERATING FUND	BUILDING & STRUCTURES	\$11.99		
				Total this claim	\$19.78		
17901	3410	SPRINT	OPERATING FUND	TELEPHONE	\$103.44	5/10/99	Long Distance- April '99
			OPERATING FUND	TELEPHONE	\$45.42		
			OPERATING FUND	TELEPHONE	\$25.64		
				Total this claim	\$174.50		
17902	3411	STEPHANIE FILSON	OPERATING FUND	TRAVELING EXPENSE	\$65.10	5/10/99	ILF Expense & Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$4.11		
				Total this claim	\$69.21		
17903	3412	UPSTART	OPERATING FUND	LIBRARY SUPPLIES	\$14.60	5/10/99	Poster's, Bookmarks & Banners. Wh. & Ren.
			OPERATING FUND	LIBRARY SUPPLIES	\$25.93		
				Total this claim	\$40.53		
17904	3413	VIKING OFFICE PRODUCTS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$36.93	5/10/99	Copy Paper
				Total this claim	\$36.93		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17905	3414	W.T.COX SUBCRIPTIONS, INC.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$2,558.52	5/10/99	Annual Magazine Subcriptions
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$5,524.61		
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$6,806.87		
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$274.42		
			RENSSELAER GIFT FU	PERIODICALS & NEWSPAPER	\$46.08		
			DEMOTTE GIFT FUND	PERIODICALS & NEWSPAPER	\$195.65		
			Total this claim		\$15,406.15		
17906	3415	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$25.40	5/10/99	Staff Development Day, Video's,
			OPERATING FUND	NONPRINTED MATERIALS	\$44.87		Children's Program Supplies-R
			DEMOTTE GIFT FUND	PROFESSIONAL MEETINGS	\$3.22		
			RENSSELAER GIFT FU	PROFESSIONAL MEETINGS	\$3.22		
			WHEATFIELD GIFT FU	PROFESSIONAL MEETINGS	\$1.61		
			Total this claim		\$78.32		
17907	3416	SHARON M. WILLIAMS	OPERATING FUND	NONPRINTED MATERIALS	\$42.50	5/10/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$4.50		
			Total this claim		\$47.00		
17908	3417	Bowen Library Services, Inc.	OPERATING FUND	PROFESSIONAL MEETINGS	\$130.00	5/10/99	26 workbooks-The Art Of Patron Service
			Total this claim		\$130.00		Day-4/23/99

Warren Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
------------------	-----------------	------------------	------	---------	--------	------	-------------

Total Amount of Claims \$53,946.27

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, May 04, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 9 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$53,946.27

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JUNE

AGENDA

**Jasper County Public Library Board of Trustees Monthly Meeting
Monday, June 14, 1999, 7:00 PM
Rensselaer Library**

Purpose

Opening of meeting

Moment of silence

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of meeting (R 1 - R 2)
- B. Bills/Financial Reports (F)
- C. Salary ordinance update (R 7, R 16)
- D. Approval of Jennifer Evers as JCPL's IVAN representative
- E. Transfer of funds: LSTA Technology Grant Budget

General Business

- A. Budget Calendar 1999 (R 11)
- B. Planning Committee board representatives (R 13)
- C. Additional Appropriation (R 9)

Action

Action

Action

Director's Report (R 9-R14)

Discussion

Items for future Agendas

Public Forum

Adjournment

Revised Pages in Board Packet

Agenda--Salary Ordinance Update:

- ◆ Kathryn Weed's hours are changed to 40 instead of 38.
- ◆ New DeMotte page: Stephanie Poe, to replace Erin Boer

Agenda--Transfer of Funds

- ◆ Approve the transfer of \$6.00 from Furniture & Equipment to Nonprint Materials in the LSTA Technology Grant budget for Y2K upgrades. Each month, when we submit our request for reimbursement for expenses, the state must have confirmation that the library board approved any transfers in the budget.

Agenda--Approval of Jennifer Evers as JCPL's IVAN representative

- ◆ IVAN (Indiana Visual and Audio Network) is an organization, like INCOLSA, run by a board made up of one person from each library that belongs to the organization. Michelle Bradley was our previous representative. Since she is no longer with us, we would like Jennifer to take her place on the board. IVAN is the network with which we have a contract for CD-ROMs to circulate to patrons. Each of our libraries gets a package of 15 titles every 2 months which may be circulated for 2 months before being sent to the next library.

JCPL Monthly Report: I added the total count of tax forms distributed by each library and the hours spent in this time-consuming activity. I received statistics too late to put in your original report.

Addition to Board Packet: Suggestions of persons to consider for the Long Range Planning Committee.

Minutes **May 10, 1999**
Meeting of the Jasper County Public Library Board
DeMotte Library **7:00 PM**

Present: Anne-Marie Egan, Roger Walstra, Lynn Daugherty, Mark Heinig, Joan Floyd, Donald Abel. **Absent:** Sue Deardorff, Jim Staton. **Guest:** M. Lawyer (past board member)

Agenda & Consent Agenda: A-M Egan moved, seconded by M. Heinig, to approve the Agenda and Consent Agenda items including the April Minutes, Bills/Financial Reports, Salary Ordinance, Appropriation transfer, & Career Track Workshop approval. Motion passed.

DeMotte Library Reports: L. York, Agency Librarian, reflected on the methods used to increase circulation. They have monthly Book Discussion Groups; offer evening and Saturday Internet Training sessions; hold an Adult Summer Reading Program and other events of which the Birds of Prey program was the most popular, and Genealogy Help sessions where participants can interact. Plots of two local cemeteries are now indexed and annually updated; and the Oral History Project has become a bound book. It may be sold to the public as a fundraiser through the efforts of the DeMotte Friends Group and Historical Society. This year's project is to complete a Maintenance Manual for the DeMotte facility.

C. Fagen, Youth Services Specialist, reported on the children's activities. Each year the Toddler Time, Storytime, Children's Summer Reading, Make & Take a Craft (during Parent/Teacher Conferences), and YA Read for Bucks Programs are offered. A Fishing Program, and Book Talks for 8th graders, was new for this past year. A new program for young adults and their parent(s) is the Buying a Used Car scheduled for this year. Another one will be a two-week Back to School Brush-up Program at the elementary level. Nursery and Elementary School visits are regularly scheduled. The library distributed information about the library during the DeMotte Elementary Registration Day. We sponsored an Open House during which parents could visit booths of local pre-school and licensed day care providers.

We market the library in booths at several events. We participate locally in the DeMotte and Rensselaer Chamber's Expo Days and the Arts & Craft Festival. JCPL will hand out informational materials one day at Tysen's. DeMotte has an active YA Volunteer Program. Picture books, easy readers and paperback racks have been rearranged. More j-reference books were purchased.

Planning Committee: Surveys are being readied for distribution. Nancy Hartman of Brookston Public Library will be the Focus Group Leader. Dan Gick, Lafayette Bank & Trust may act as Planning Committee facilitator. The board favored the initial meeting to be a 10:00-2:00 or 2:30 weekday planning session contrary to the suggested 6 hour meeting. Planning Committee members will be selected at the June board meeting. Planning Committee candidates will receive a letter during June inviting them to participate in developing our Long Range Plan.

Technology Grant: The upgrades to Novell as originally noted in the grant are no longer recommended; however, other upgrades to the LAN are needed. A letter

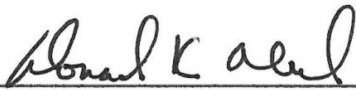
requesting the changes will be faxed to the State Library for approval. Board approved the request for the upgrade changes to the Technology Grant proposal and accepted the grant for \$18,343 on a motion by J. Floyd, seconded by A-M Egan. The contract was signed and attested. Motion passed.

Dave Hurst Budget Workshop: Scheduled for Friday, June 11th, from 9:00 AM-12:30 PM. Board members should confirm their intent to attend a few days before.

Parking Area Resurfacing: The board chose to forego the resurfacing of the eastside street parking area at the Wheatfield Library at this time.

Capital Projects Request: There was no remonstrance to our request. The CPF was submitted to the State Board of Tax Commissioners for approval.

With no further business to discuss, the meeting adjourned at 8:15 PM on a motion by J. Floyd, seconded by M. Heinig.


Attest: Don Abel, Secretary


Roger Walstra, President

CIRCULATION STATISTICS

[illegible]

PERCENT INCREASE/DECREASE	6.7%	-2.7%	-4.1%
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END OF MONTH: DEMOTTE RENSSELAER WHEATFIELD

Total Materials Owned	44441	55661	26327
Total Titles Owned	39256	50880	24952
Daily Avg Circulation	297	317	123

XX

MONTHLY SYSTEM STATISTICS	1998	1999	% change
Circulation	18313	18436	1%

Jan. to date circulation	115069	111873	-3%
--------------------------	--------	--------	-----

CIRCULATION BY PATRON CODE

May 1999

	DEMOTTE		RENSSELAER		WHEATFIELD		ALL LIBRARIES	
PATRONS	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total
Adult Male (0)	777	11.2%	761	10.2%	520	17.7%	2058	11.9%
Adult Female (1)	4076	58.9%	4017	53.8%	1628	55.3%	9721	56.1%
Juvenile 0-11 (2)	1113	16.1%	1272	17.0%	322	10.9%	2707	15.6%
YA 12-17 (3)	351	5.1%	463	6.2%	126	4.3%	940	5.4%
Nonresident No Fee (4)	32	0.5%	132	1.8%	51	1.7%	215	1.2%
Board/Staff (5)	216	3.1%	475	6.4%	271	9.2%	962	5.6%
School (6)	5	0.1%	31	0.4%	0	0.0%	36	0.2%
St. Joseph College (7)	0	0.0%	18	0.2%	0	0.0%	18	0.1%
State Library Card (8)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Nonresident Fee (9)	4	0.1%	34	0.5%	0	0.0%	38	0.2%
Corporate (10)	0	0.0%	58	0.8%	20	0.7%	78	0.5%
Reciprocal (11)	347	5.0%	203	2.7%	5	0.2%	555	3.2%
Total	6921		7464		2943		17328	
 Total items borrowed by nonresidents	 388	 5.6%	 418	 5.6%	 56	 1.9%	 862	 5.0%

REGISTRATIONS

Borrowers--Start of month:	6639	6879	2734	16252
Borrowers--End of month:	6732	6927	2760	16419
 Non-resident, paying	 3	 10	 0	 13
PLAC card users	0	2	0	2
Reciprocal borrowers	189	120	9	318

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
INTRALIBRARY LOANS FILLED	137	30	85	18	159	34	381	83
LOCAL HISTORY								
In person	2	1	14	4		0	16	5
Letters written		0	6	6		0	6	6
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	18	2	39	3	24	2	81	7
VCR Use	1	0	1	0	1	0	3	0
Microforms	0	0	63	8		0	63	8
CD ROM software used	43	4	89	7	1	0	133	11
Online articles retrieved		0		0		0	6	0
Public use of FAX service	6	1	51	9	45	8	102	17
Typewriter use	2	0	0	0	2	0	4	0
Other equipment used	0	0	3	1	0	0	3	1
Dial-in OPAC access							<u>12</u>	
* Tax Forms distributed	5452	55	8688	87	2460	25		
OTHER LIBRARY SERVICES USED								
Walking book visits	0	0	5	3	0	0	5	3
Notarized documents	2	1	5	1	2	1	9	2
Meeting Room Use (number of groups)	50	17	30	10	22	7	102	34
Study room use	38	3	15	1	18	2	71	6
INTERLIBRARY LOANS								
Requests made for:	48	12	55	14	15	4	118	30
Items rec'd for:	41	21	53	27	12	6	106	53
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries		0		0		0	0	0
PROGRAMS								
Programs for all ages		0	3	18		0	3	18
Children's Programs (0-13)	51	306	13	78	27	162	91	546
Number attending	1165		205		558		1928	
YA Programs (14-17)		0		0		0	0	0
Number attending							0	
Adult Programs		0	7	42	2	12	9	54
Number attending	120		91		3		214	

R 6

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
Senior Citizen Programs	1	6	1	6		0	2	12
Number attending	4		9				13	
TOTAL NO. OF PROGRAMS	52	312	21	126	29	174	102	612
TOTAL PERSONS ATTENDING	1289		305		561		2155	
TOTAL ATTENDING same month last yr.								
TOTAL STAFF HOURS SPENT		456		344		262		1062
HOURS SPENT same month last yr.		432		352		273		1057

CIRCULATION BY ITEM FINE CODE
May 1999

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
000 (0)	49	30	28	107
100 (1)	57	51	27	135
200 (2)	75	29	21	125
300 (3)	152	222	75	449
400 (4)	4	15	8	27
500 (5)	44	61	11	116
600 (6)	479	346	211	1036
700 (7)	198	160	81	439
800 (8)	33	35	10	78
900 (9)	151	183	34	368
B (10)	61	65	19	145
j000 (11)	20	15	0	35
j100 (12)	13	3	0	16
j200 (13)	7	3	4	14
j300 (14)	52	67	5	124
j400 (15)	6	7	0	13
j500 (16)	169	162	63	394
j600 (17)	96	121	45	262
j700 (18)	126	170	18	314
j800 (19)	37	19	6	62
j900 (20)	91	99	32	222
jB (21)	38	45	27	110
FIC (22)	1361	1437	587	3385
yaFIC (23)	31	60	15	106
LARGE PRINT (24)	87	33	6	126
jFIC (25)	205	397	44	646
jE (26)	1014	1042	343	2399
jER (27)	359	202	49	610
Magazines (28)	537	366	203	1106
Games/Toys (29)	0	10	0	10
Filmstrips (30)	0	0	0	0
Microforms (31)	0	0	0	0
Cassettes (32)	59	165	40	264
jCassettes (33)	51	34	14	99
Compact Discs (34)	150	129	155	434
jCompact Discs (35)	3	3	2	8
Sound Recordings (36)	23	44	6	73
jSound Recordings (37)	11	9	4	24
CD ROM Software (38)	52	50	36	138
Vertical File (39)	177	81	4	262
Equipment (40)	1	0	0	1
yapFIC (41)	142	94	39	275
jpFIC (42)	230	219	38	487
Reference (43)	42	58	12	112
Genealogy (44)	0	3	0	3
jMagazines (45)	72	28	13	113
VHS (46)	433	893	523	1849
Computer software (47)	0	0	0	0
Internet usage (49)	127	323	100	550
Free reads	306	337	116	759

Puzzles				0
Talking books				0
Assignment shelf books				0
TOTAL	7431	7925	3074	18430

The
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Main Menu

GaleNet Usage Statistics System

Incolsa Jasper County Public Library

May 1999 Summary Report

For more information about *GaleNet Usage Statistics System*, click [here](#) to view the help documentation. Clicking on a column heading will retrieve information about the topic.

<u>GaleNet Products</u>	<u>Searches Submitted</u>	<u>Entries Retrieved</u>	<u>Help</u>
DIScovering U.S. History	1	2	0
DIScovering World History	6	2	0
<u>Gale Literary Databases</u>	4	2	0
What Do I Read Next?	7	0	0
Grand Total	18	6	0

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The
Gale
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GaleNet Usage Statistics System

Main Menu

Incolsa Jasper County Public Library

May 1999 Product Breakout Report Gale Literary Databases

For more information about *GaleNet Usage Statistics System*, click [here](#) to view the help documentation. Clicking on a column heading will retrieve information about the topic.

Product Summary Report

<u>GaleNet Product Databases</u>	<u>Searches Submitted</u>	<u>Entries Retrieved</u>	<u>Help</u>
Contemporary Authors	0	1	0
Contemporary Literary Criticism Select	0	1	0
<i>Not Elsewhere Classified</i>	4	0	0
Grand Total	4	2	0

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Public Announcement of Library's Intention to Use Collection Agency: June 1998

Fines and Fees Paid at JCPL						
	1997	1998	1999	Increase 1997 to 1998	Increase 1998 to 1999	Subtotal 98-99
January	\$2,138.52	\$1,828.83	\$2,065.19		\$236.36	\$236.36
February	\$1,949.53	\$1,939.27	\$2,273.98		\$334.71	\$571.07
March	\$2,241.49	\$1,818.17	\$2,654.74		\$836.57	\$1,407.64
April	\$2,641.43	\$2,403.02	\$2,634.51		\$231.49	\$1,639.13
May	\$2,095.40	\$1,657.98	\$2,241.61		\$583.63	\$2,222.76
June	\$1,995.68	\$2,501.81		\$506.13	-\$2,501.81	
July	\$1,922.11	\$2,302.65		\$380.54	-\$2,302.65	
August	\$1,754.00	\$1,945.21		\$191.21	-\$1,945.21	
September	\$1,867.16	\$2,511.40		\$644.24	-\$2,511.40	
October	\$1,940.05	\$2,747.03		\$806.98	-\$2,747.03	
November	\$1,676.05	\$2,343.32		\$667.27	-\$2,343.32	
December	\$2,098.85	\$2,280.96		\$182.11	-\$2,280.96	
Total	\$24,320.27	\$26,279.65	\$11,870.03	\$3,378.48	-\$14,409.62	\$6,076.96

Collection Agency Costs

	1999	2000
January		
February		
March	\$154.00	
April	\$185.92	
May		
June	\$96.90	
July		
August		
September		
October		
November		
December		
Total	\$436.82	

Salary Ordinance 1999

Revised 6/99

Name	Classification	Present Hrly Wage	Hrs Library Worked		Start Date	Raise Date(s)
Boer, Erin	Page	5.15/5.25/5.50	10	D	8/25/98	Res. 5/27
Bradley, Michelle	Librarian II	\$15.25	40	R	10/9/95	signed 6/25
Poe, Stephanie	Page	5.15/5.25	10	D	6/10/99	12/16/99
Stringfellow, Patricia	Lib Asst II/Libn 1	8.94/11.9	38/40	R	5/12/97	Libn 1 6/21
Weed, Kathryn	Lib Asst 2/Spec.	8.54/9.64	20/40	D,R,W	2/22/99	

Erin has graduated and will be going on to new things. Michelle has taken a new position in Lafayette, where she lives. Patty and Kathryn will move up to fill vacant positions. A new Multi-Department Assistant will be hired to fill Kathryn's vacated position. Stephanie is replacing Erin at DeMotte.

Susan Deardoff

Genevieve Egan

James M. Statton

Al H. Z.

Joan G. Hayd

David K. Abel

Ray Wat

Additional Appropriation Request

This year, we received a \$2882 refund for a software product which did not work for us. We also received a \$99 refund from Sprint. We received \$431 from proceeds of our book and equipment sale at Rensselaer.

We wish to appropriate this unappropriated money. Almost all will be used to purchase new cd rom workstations. Presently workstations are very slow. Patron and staff dissatisfaction is high. We need to replace them as quickly as possible. (Remainder of proceeds goes to the equipment budget of the library whose books or equipment was sold.)

Procedure: Advertise a public hearing, hold the hearing, obtain final board approval, and request State Board of Tax Commissioners approval.

Timetable (the earliest we can manage): Advertise June 24. Hold public hearing (only 1-2 board members need to be present) Tuesday, July 6, 4 PM. Board vote at July 12 board meeting. By the end of July we should have state approval.

I would like board approval to advertise this notice of additional appropriations.

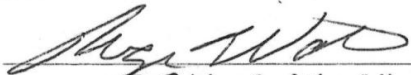
NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of the Jasper County Public Library, Jasper County, Indiana that library board members of the Jasper County Public Library at their regular meeting place at the Rensselaer Library, 208 W. Susan, Rensselaer, IN at 4:00 o'clock p.m., on the 6th day of July, 1999, will consider the following additional appropriation in excess of the budget for the current year for the Library Operating Fund.

4.4 Furniture/Equipment	\$3,412
-------------------------	---------

TOTAL for Library Operating Fund:	\$3,412
-----------------------------------	---------

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the State Board of Tax Commissioners. The Board will make a written determination as to the sufficiency of funds to support the appropriations within fifteen (15) days of receipt of a Certified copy of the action taken.


 President of the Library Board

 Secretary of the Library Board

June 14, 1999



JASPER COUNTY PUBLIC LIBRARY

☐ Rensselaer Public Library, Headquarters
208 West Susan Street
Rensselaer, Indiana 47978-2447
219 • 866-5881
Fax 219 • 866-7378

☐ DeMotte Public Library
901 Birch Street SW
P.O. Box 16
DeMotte, Indiana 46310-0016
219 • 987-2221
Fax 219 • 987-2220

☐ Wheatfield Public Library
170 S. Grace Street
Wheatfield, Indiana 46392-0247
219 • 956-3774
Fax 219 • 956-4808

Please post the following notice one (1) time in the Rensselaer Republican and the KV Post News on Thursday, June 24, 1999.

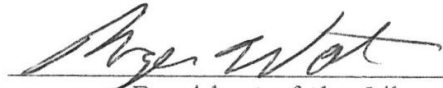
NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

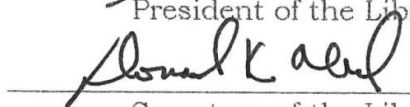
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4.4	Equipment	\$3,412
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TOTAL for Library Operating Fund:		\$3,412
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Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the State Board of Tax Commissioners. The Board will make a written determination as to the sufficiency of funds to support the appropriations within fifteen (15) days of receipt of a Certified copy of the action taken.



President of the Library Board


Secretary of the Library Board

June 14, 1999

1999 JCPL Budget Calendar

Budget Committee meeting on one (or more) of the following dates

June 22, June 23, June 28, June 30, July 1

July 12 board meeting: Board approves budget for advertising

July 22, 29: Budget advertised in newspapers

August 9 board meeting: Public hearing

September 13 board meeting: Board adopts budget

September 14: Budget is filed with county auditor

Alternate Timetable:

Budget Committee meets in July.

August 9 board meeting: Board approves budget advertising

August 19, 26: Budget is advertised

August 30 (special meeting of a few board members): Public hearing

September 13 board meeting: Board adopts budget

September 14: Budget is filed with county auditor

Long Range Planning Committee Members

At this board meeting, you need to select the three *board* representatives to the Planning Committee (one representing the interests of each of our 3 communities). Three *staff* persons have already been selected. You also need to draft a list of 6-9 *other* persons who would make valuable contributions as committee members. I have asked staff to submit names of persons they feel would be wise selections. I will have their suggestions for you at the board meeting. The information below comes from the ALA Planning Process handbooks. I hope you will come to the board meeting with some names in mind!

Planning Committee Members

The committee should look a lot like your community. Think about factors such as gender, race, age, ethnicity, socioeconomic level, communities represented. Planning committee members should have a genuine interest in the library, the ability to make a meaningful contribution and time to commit to the planning process. At least a few should have special credentials--knowledge of the community or ability to help implement the plan within the political framework of the community. We are looking for a committee of 12-15 persons, including 3 staff and 3 board members. We want representatives of the DeMotte, Wheatfield and Rensselaer communities.

Users representing different segments of community
 Users of different services
 Friends of the Library
 Leaders of community businesses, organizations, schools
 Representatives of occupational groups
 Elected officials

(Select 2 names for each slot)

Transfer of Funds

June 14, 1999

Whereas, it has been determined that it is now necessary to transfer money designated in the Technology Grant Budget for Y2K upgrades budget for the Jasper County Public Library,

Now, therefore, be it resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana, for the expenses of the Public Library the following budget herein named for the purposes herein specified be altered, subject to the laws governing the same.

Whereas, it has been shown that certain existing line items now have unobligated balances which will not be needed for the purposes for which designated, it is further resolved that the following existing line items be reduced in the following amounts:

LSTA Technology Grant Budget for Y2K Upgrades

	Amount Added		Amount Reduced
4. Nonprint materials	\$6.00	4. Furniture & equipment	\$6.00
 TOTAL	 \$6.00		 \$6.00

<u>Susan Deardoff</u> <u>James M. Stator</u> <u>Joan G. Floyd</u> <u>Steve W. W.</u>	<u>Rene-marie Egan</u> <u>Al H. H.</u> <u>Donald K. Abel</u>
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JCPL FINANCIAL STATEMENT

May 31, 1999

		<u>Beginning 1999 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund		\$380,514.80	\$113,238.84	\$509,981.63	\$305,816.57	\$330,530.02	\$201,063.19
Investments	\$105,000.00						
Public Library Access Card Fund		\$110.00	\$0.00	\$133.00	\$0.00	\$23.00	\$0.00
Gift Fund		\$6,752.14	\$1,442.41	\$1,910.61	\$1,829.95	\$2,161.65	\$7,003.18
DeMotte		\$383.27	\$291.11	\$397.18	\$300.00	\$345.00	\$331.09
Rensselaer		\$5,944.50	\$1,103.56	\$1,465.69	\$1,429.95	\$1,716.65	\$6,195.46
Wheatfield		\$424.37	\$47.74	\$47.74	\$100.00	\$100.00	\$476.63
Library Improvement Reserve Fund		\$56,270.49	\$0.00	\$0.00	\$119.48	\$962.13	\$57,232.62
Bond & Interest Redemption Fund		\$94,798.85	\$0.00	\$0.00	\$52,278.76	\$52,337.76	\$147,136.61
Investments	\$145,000.00						
Host/Hospitality Fund		\$13.60	\$172.50	\$728.36	\$32.05	\$746.81	\$32.05
Oral History Grant Fund		\$71.11	\$0.00	\$0.00	\$0.00	\$0.00	\$71.11
Local Borrowing Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levy Excess Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund		\$74.81	\$0.00	\$9.97	\$0.00	\$0.00	\$64.84
Indiana Technology Grant Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
State Technology Grant 1997		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash Funds		\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund (\$10 transf./ Oper.Fund)		\$80.00	\$0.00	\$0.00	\$0.00	\$10.00	\$90.00
Payroll Withholding Accts.							
FIT Tax Collected		\$0.00	\$5,161.43	\$26,055.49	\$5,161.43	\$26,055.49	\$0.00
FICA Tax Collected		\$0.00	\$3,943.23	\$19,541.49	\$3,943.23	\$19,541.49	\$0.00
State Tax Collected		\$1,533.22	\$1,792.84	\$8,416.84	\$1,735.63	\$8,619.25	\$1,735.63
County Tax Collected		\$457.71	\$511.14	\$2,416.63	\$492.82	\$2,451.74	\$492.82
IN Deferred Comp.		\$0.00	\$2,190.56	\$10,156.36	\$2,190.56	\$10,156.36	\$0.00
#125 Plan		\$0.00	\$1,300.09	\$6,460.69	\$1,300.10	\$6,460.74	\$0.05
Employee Health Insur.		\$0.00	\$0.00	\$6.00	\$0.00	\$6.00	\$0.00
Employee P.E.R.F.		\$3,543.91	\$0.00	\$7,555.23	\$1,345.15	\$6,750.60	\$2,739.28
TOTAL ALL FUNDS.....		\$544,340.64	\$129,753.04	\$593,372.30	\$376,245.73	\$466,813.04	\$417,781.38

Bank Balances
Jasper County Public Library
Report as of: 5/31/99

<i>Bank</i>		
1	Peoples State Bank	\$108,076.02
2	Demotte State Bank	\$2,262.74
3	Lafayette Bank & Trust-LIRF	\$57,232.62
4	Cash on Hand	\$210.00
5	Civitas CD# 7151014302	\$145,000.00
6	Civitas CD# 7151014301	\$105,000.00
7	Pinnacle Bank CD #7121015842	\$0.00
8	Pinnacle Bank CD #7121015843	\$0.00

Total all banks = \$417,781.38

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

REPORT FOR REGISTER OF INVESTMENTS
OPEN INVESTMENTS AS OF 31 May 99

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
08 NOV 99	7151014301	CIVITAS	185 DAY	105000.00	4.80	BIRF	07 MAY 99	.00	
06 AUG 99	7151014302	CIVITAS	91 DAY	145000.00	4.65	OP-105000;8	07 MAY 99	.00	
		--TOTALS--		250000.00				.00	

REPORT FOR REGISTER OF INVESTMENTS
CLOSED INVESTMENTS AS OF 31 May 99

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
FEB 99	7121015483	PINNACLE BANK	62 DAYS	100000.00	4.86	OPERATING	15 DEC 98	837.00	CD#7121015843 is right
AR 99	7121015842	PINNACLE BANK	92 DAYS	200000.00	4.86	OP-105500;8	15 DEC 98	2457.00	
		--TOTALS--		300000.00				3294.00	

Appropriation Report for**100 OPERATING FUND****Jasper County Public Library****Report Date: From 5/1/99 To 5/31/99**

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
1. Personal Services							
1.11 SALARY OF LIBRARIAN	\$44,616.00	\$0.00	\$44,616.00	\$3,718.00	\$18,525.00	\$26,091.00	41.5
1.12 SALARY OF ASSISTANTS	\$577,199.00	\$0.00	\$577,199.00	\$46,093.89	\$228,896.26	\$348,302.74	39.7
1.13 WAGES OF JANITORS	\$37,616.00	\$0.00	\$37,616.00	\$3,033.55	\$14,482.26	\$23,133.74	38.5
1.21 EMPLOYER'S SHARE-FICA	\$50,447.00	\$0.00	\$50,447.00	\$3,943.23	\$19,541.49	\$30,905.51	38.7
1.22 UNEMPLOYMENT COMPENSAT	\$1,800.00	\$0.00	\$1,800.00	\$0.00	\$1,514.58	\$285.42	84.1
1.23 EMPLOYER'S CONTRIB.- PERF	\$27,942.00	\$0.00	\$27,942.00	\$0.00	\$12,592.15	\$15,349.85	45.1
1.24 EMPLOYER'S CONTRIB.- INS.	\$26,000.00	\$0.00	\$26,000.00	\$2,095.29	\$10,316.07	\$15,683.93	39.7
1.31 OTHER PERSONAL SERVICES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.0
Subtotal	\$767,120.00		\$767,120.00	\$58,883.96	\$305,867.81	\$461,252.19	39.9
2. Supplies							
2.11 OFFICIAL RECORDS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
2.12 STATIONERY AND PRINTING	\$700.00	\$0.00	\$700.00	\$0.00	\$87.85	\$612.15	12.6
2.13 OTHER OFFICE SUPPLIES	\$5,600.00	\$0.00	\$5,600.00	\$875.11	\$2,690.68	\$2,909.32	48.0
2.21 CLEANING & SANITATION SUP	\$3,400.00	\$26.10	\$3,426.10	\$395.62	\$1,346.83	\$2,079.27	39.3
2.22 FUEL, OIL & LUBRICANTS	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	0.0
2.23 OTHER OPERATING SUPPLIES	\$4,000.00	\$0.00	\$4,000.00	\$509.67	\$2,585.79	\$1,414.21	64.6
2.31 BUILDING MATERIALS & SUPP	\$1,000.00	\$236.00	\$1,236.00	\$193.99	\$494.23	\$741.77	40.0
2.32 PAINT AND PAINTING SUPPLIE	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.33 REPAIR PARTS	\$500.00	\$0.00	\$500.00	\$76.34	\$162.69	\$337.31	32.5

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.41 LIBRARY SUPPLIES	\$5,500.00	\$0.00	\$5,500.00	\$162.32	\$1,657.67	\$3,842.33	30.1
2.42 AUTOMATION SUPPLIES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$415.20	\$2,084.80	16.6
Subtotal	\$24,370.00	\$262.10	\$24,632.10	\$2,213.05	\$9,440.94	\$15,191.16	38.3
<i>3. Other Services and Charge</i>							
3.11 CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.12 ENGINEERING & ARCH. SERVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.13 LEGAL SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$275.00	\$1,725.00	13.8
3.14 OTHER PROFESSIONAL SERVI	\$8,000.00	\$127.26	\$8,127.26	\$630.00	\$922.26	\$7,205.00	11.3
3.21 TELEPHONE	\$12,000.00	\$0.00	\$12,000.00	\$547.59	\$4,165.92	\$7,834.08	34.7
3.22 POSTAGE	\$6,000.00	\$0.00	\$6,000.00	\$3.97	\$1,703.69	\$4,296.31	28.4
3.23 TRAVELING EXPENSE	\$5,500.00	\$0.00	\$5,500.00	\$709.10	\$2,277.14	\$3,222.86	41.4
3.24 PROFESSIONAL MEETINGS	\$7,200.00	\$0.00	\$7,200.00	\$747.47	\$4,355.17	\$2,844.83	60.5
3.25 FREIGHT	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.0
3.26 NETWORKING	\$24,000.00	\$0.00	\$24,000.00	\$0.00	\$4,793.47	\$19,206.53	20.0
3.31 ADVERTISING & PUBLIC NOTIC	\$1,100.00	\$0.00	\$1,100.00	\$338.66	\$795.09	\$304.91	72.3
3.32 OTHER PRINTING	\$200.00	\$0.00	\$200.00	\$0.00	\$43.90	\$156.10	21.9
3.41 OFFICIAL BONDS	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
3.42 OTHER INSURANCE	\$14,500.00	\$0.00	\$14,500.00	\$0.00	\$10,186.00	\$4,314.00	70.2
3.51 GAS	\$29,000.00	\$0.00	\$29,000.00	\$1,085.19	\$8,367.77	\$20,632.23	28.9
3.52 ELECTRICITY	\$51,000.00	\$0.00	\$51,000.00	\$3,590.31	\$15,064.07	\$35,935.93	29.5
3.53 WATER	\$1,000.00	\$0.00	\$1,000.00	\$94.70	\$359.65	\$640.35	36.0
3.54 WASTE DISPOSAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$171.31	\$941.28	\$1,558.72	37.7
3.61 BUILDING & STRUCTURES	\$35,000.00	\$544.00	\$35,544.00	\$3,885.92	\$15,037.62	\$20,506.38	42.3
3.62 EQUIPMENT	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$212.06	\$11,787.94	1.8

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.71 REAL ESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 EQUIPMENT	\$240.00	\$0.00	\$240.00	\$9.95	\$125.75	\$114.25	52.4
3.91 DUES	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$2,158.63	\$441.37	83.0
3.92 INTEREST ON TEMPORARY LO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.93 TAXES & ASSESSMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.94 TRANSFER TO LIRF	\$40,000.00	\$0.00	\$40,000.00	\$9,600.00	\$9,600.00	\$30,400.00	24.0
3.95 SERVICE CONTRACTS	\$12,038.00	\$0.00	\$12,038.00	\$763.99	\$4,255.93	\$7,782.07	35.4
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.97 INTERVIEWING & MOVING EXP	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.98 MAINTENANCE CONTRACTS	\$41,500.00	\$0.00	\$41,500.00	\$0.00	\$7,675.00	\$33,825.00	18.5
Subtotal	\$308,298.00	\$671.26	\$308,969.26	\$22,178.16	\$93,315.40	\$215,653.86	30.2
<i>4. Capital Outlays</i>							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3 IMPROVEMENTS OTHER THAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$29,000.00	\$70.00	\$29,070.00	\$23.49	\$3,851.04	\$25,218.96	13.2
4.51 BOOKS	\$150,000.00	(\$700.00)	\$149,300.00	\$13,632.82	\$55,663.85	\$93,636.15	37.3
4.52 PERIODICALS & NEWSPAPERS	\$24,000.00	\$700.00	\$24,700.00	\$15,510.67	\$19,212.41	\$5,487.59	77.8
4.53 NONPRINTED MATERIALS	\$58,000.00	\$0.00	\$58,000.00	\$796.69	\$22,620.18	\$35,379.82	39.0
Subtotal	\$261,000.00	\$70.00	\$261,070.00	\$29,963.67	\$101,347.48	\$159,722.52	38.8
Grand Total	\$1,360,788.00	\$1,003.36	\$1,361,791.36	\$113,238.84	\$509,971.63	\$851,819.73	37.4

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Changes to Appropriations

<i>Date</i>	<i>Fund Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Reason</i>
2/22/98	100	4.4	\$70.00	Symantec's PC Anywhere-Rebate
4/14/99	100	3.61	\$544.00	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	3.14	\$127.26	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	2.21	\$26.10	Utica Ins. Claim-Ice Damage, Rens & DeM.
4/14/99	100	2.31	\$236.00	Utica Ins. Claim -Ice Damage, Rens & DeM
5/11/99	100	4.51	(\$700.00)	Approved 10MAY99 Bd. Mtg.
5/11/99	100	4.52	\$700.00	Approved 10MAY99 Bd. Mtg.

Register Of Claims
Jasper County Public Library

Report Date: From 5/1/99 To 5/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17840	3349	A.M. Best Company, Inc.	OPERATING FUND	BOOKS	\$1,112.00	5/10/99	Books
			OPERATING FUND	BOOKS	\$27.90		
				Total this claim	\$1,139.90		
17841	3350	ACE HARDWARE	OPERATING FUND	OTHER OPERATING SUPPLIE	\$9.98	5/10/99	Trash bags, hardware
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$1.53		
				Total this claim	\$11.51		
17842	3351	ALCO DISCOUNT STORE #290	OPERATING FUND	LIBRARY SUPPLIES	\$10.99	5/10/99	National Library Week prize-Wheat.
				Total this claim	\$10.99		
17843	3352	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$2,006.94	5/10/99	Health Ins. Premium-May '99
		#125 PLAN		SALARIES AND WAGES	\$1,300.09		13 Employees
				Total this claim	\$3,307.03		
17844	3353	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$1,988.24	5/10/99	Books
			OPERATING FUND	BOOKS	\$677.77		
			OPERATING FUND	BOOKS	\$1,266.48		
			OPERATING FUND	BOOKS	\$725.13		
			OPERATING FUND	BOOKS	\$350.60		
			OPERATING FUND	BOOKS	\$502.73		
			OPERATING FUND	BOOKS	\$88.29		
			OPERATING FUND	BOOKS	\$86.93		
			OPERATING FUND	BOOKS	\$45.19		
			OPERATING FUND	BOOKS	\$526.79		
			OPERATING FUND	BOOKS	\$347.76		
			OPERATING FUND	BOOKS	\$46.23		
			OPERATING FUND	BOOKS	\$20.98		
			OPERATING FUND	BOOKS	\$29.55		
			RENSSELAER GIFT FU	BOOKS	\$16.77		
			OPERATING FUND	NONPRINTED MATERIALS	\$7.20		
			OPERATING FUND	NONPRINTED MATERIALS	\$10.19		
				Total this claim	\$6,736.83		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17845	3354	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$5.58	5/10/99	Books
			OPERATING FUND	BOOKS	\$1.13		
				Total this claim	\$6.71		
17846	3355	Bowen Library Services, Inc.	OPERATING FUND	PROFESSIONAL MEETINGS	\$500.00	5/10/99	Staff Development-4/23/99 "The Art of Patron Service"
				Total this claim	\$500.00		
17847	3356	CAREER TRACK INC.	OPERATING FUND	PROFESSIONAL MEETINGS	\$447.00	5/10/99	Criticism & Discipline Skills Bradley-6/24/99;Daugherty & Kooy-6/29
				Total this claim	\$447.00		
17848	3357	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$135.13	5/10/99	ILF expenses, mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$5.46		
				Total this claim	\$140.59		
17849	3358	CHELSEA HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$16.96	5/10/99	Books
				Total this claim	\$16.96		
17850	3359	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	5/10/99	Water & Cooler Rental-Wheatfield
			OPERATING FUND	WATER	\$44.55		
				Total this claim	\$54.50		
17851	3360	DARYL'S PASTRY SHOP	DEMOTTE GIFT FUND	PROFESSIONAL MEETINGS	\$6.00	5/10/99	Staff Development Day-4/23/99
			RENSSELAER GIFT FU	PROFESSIONAL MEETINGS	\$6.00		
			WHEATFIELD GIFT FU	PROFESSIONAL MEETINGS	\$3.00		
				Total this claim	\$15.00		
17852	3361	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$26.11	5/10/99	Books
			OPERATING FUND	BOOKS	\$1,639.45		
			OPERATING FUND	BOOKS	\$1,019.74		
			OPERATING FUND	BOOKS	\$370.47		
			OPERATING FUND	BOOKS	\$109.70		
			OPERATING FUND	BOOKS	\$55.85		
			OPERATING FUND	BOOKS	\$225.49		
				Total this claim	\$3,446.81		
17853	3362	DEMCO	OPERATING FUND	LIBRARY SUPPLIES	\$36.42	5/10/99	Keyboard Drawer, Category cards
			OPERATING FUND	FURNITURE & EQUIPMENT	\$23.49		
				Total this claim	\$59.91		

<i>Warr Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17854	3363	DEVON'S FAMILY RESTAURA	DEMOTTE GIFT FUND	PROFESSIONAL MEETINGS	\$78.00	5/10/99	Staff Development Day-4/23/99
			RENSSELAER GIFT FU	PROFESSIONAL MEETINGS	\$78.00		
			WHEATFIELD GIFT FU	PROFESSIONAL MEETINGS	\$39.00		
			Total this claim		\$195.00		
17855	3364	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$19.22	5/10/99	Mileage
			Total this claim		\$19.22		
17856	3365	EDUCATORS PROGRESS SER	OPERATING FUND	BOOKS	\$38.95	5/10/99	Continuation Books-
			OPERATING FUND	BOOKS	\$38.95		Guide/Free Computer Materials
			OPERATING FUND	BOOKS	\$38.95		
			OPERATING FUND	BOOKS	\$14.85		
			Total this claim		\$131.70		
17857	3366	FASE'S WATER TREATMENT	OPERATING FUND	BUILDING MATERIALS & SUPP	\$131.25	5/10/99	15 Bags of Redout-Demotte 4/10 & 4/20/99
			Total this claim		\$131.25		
17858	3367	GA FOODS GROUP	DEMOTTE GIFT FUND	PROFESSIONAL MEETINGS	\$8.24	5/10/99	Staff Development Day-4/23/99
			RENSSELAER GIFT FU	PROFESSIONAL MEETINGS	\$8.24		Rens. Adult & Children's Program Supp
			WHEATFIELD GIFT FU	PROFESSIONAL MEETINGS	\$4.13		
			OPERATING FUND	LIBRARY SUPPLIES	\$4.68		
			OPERATING FUND	LIBRARY SUPPLIES	\$10.74		
			Total this claim		\$36.03		
17859	3368	GALE GROUP	OPERATING FUND	BOOKS	\$144.00	5/10/99	Books
			OPERATING FUND	BOOKS	\$133.00		
			RENSSELAER GIFT FU	BOOKS	\$945.25		
			OPERATING FUND	BOOKS	\$49.72		
			Total this claim		\$1,271.97		
17860	3369	GLEND A BROWN	OPERATING FUND	TRAVELING EXPENSE	\$24.18	5/10/99	ILF expense, Mileage-Historical Society
			OPERATING FUND	PROFESSIONAL MEETINGS	\$5.28		
			Total this claim		\$29.46		
17861	3370	H. W. WILSON COMPANY	OPERATING FUND	PERIODICALS & NEWSPAPER	\$240.00	5/10/99	Readers Guide Subscription 7/99 - 6/00;Wheat
			Total this claim		\$240.00		
17862	3371	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$6.19	5/10/99	Thermal Fax Paper
			Total this claim		\$6.19		
17863	3372	HIGHSMITH CO. INC.	OPERATING FUND	OTHER OFFICE SUPPLIES	\$180.07	5/10/99	1000 Blank NCR Forms
			Total this claim		\$180.07		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17864	3373	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$395.62	5/10/99	Paper Towels, M-Folds, Toilet Tissue,
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$39.09		Kleenex, Stainless Steel Cleaner, Trash
				Total this claim	\$434.71		
17865	3374	ibd	OPERATING FUND	BOOKS	\$169.00	5/10/99	Books-AT & T Tollfree Directories
			OPERATING FUND	BOOKS	\$169.00		
			OPERATING FUND	BOOKS	\$169.00		
			OPERATING FUND	BOOKS	\$52.50		
				Total this claim	\$559.50		
17866	3375	ICBO	OPERATING FUND	BOOKS	\$103.45	5/10/99	Books
			OPERATING FUND	BOOKS	\$143.45		
			OPERATING FUND	BOOKS	\$103.45		
			OPERATING FUND	BOOKS	\$7.50		
				Total this claim	\$357.85		
17867	3376	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$40.00	5/10/99	Intro to Microsoft Excell 97 MIC-006,5/25/99;Whited
				Total this claim	\$40.00		
17868	3377	INGRAM	OPERATING FUND	BOOKS	\$5.38	5/10/99	Books
			OPERATING FUND	BOOKS	\$23.40		
			OPERATING FUND	BOOKS	\$29.01		
			OPERATING FUND	BOOKS	\$23.94		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$6.64		
				Total this claim	\$93.75		
17869	3378	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$62.31	5/10/99	Books
			OPERATING FUND	BOOKS	\$107.87		
			OPERATING FUND	BOOKS	\$12.53		
				Total this claim	\$182.71		
17870	3379	INTUIT	OPERATING FUND	NONPRINTED MATERIALS	\$74.75	5/10/99	CD Rom's
			OPERATING FUND	NONPRINTED MATERIALS	\$29.90		
				Total this claim	\$104.65		
17871	3380	JACK STANDISH	OPERATING FUND	BUILDING MATERIALS & SUPP	\$53.42	5/10/99	Shelf Unit Building Supplies Rens.
				Total this claim	\$53.42		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17872	3381	JACKIE SAXON	OPERATING FUND	PROFESSIONAL MEETINGS	\$6.41	5/10/99	ILF expense 4/9/99
				Total this claim	<u>\$6.41</u>		
17873	3382	JAMES STATON	OPERATING FUND	TRAVELING EXPENSE	\$78.74	5/10/99	ILF Mileage
				Total this claim	<u>\$78.74</u>		
17874	3383	JENNIFER L. EVERS	OPERATING FUND	PROFESSIONAL MEETINGS	\$19.85	5/10/99	ILF Mileage & Expenses
			OPERATING FUND	TRAVELING EXPENSE	\$95.48		
				Total this claim	<u>\$115.33</u>		
17875	3384	KEM'S TRUSTWORTHY HARD	OPERATING FUND	REPAIR PARTS	\$11.99	5/10/99	Exhaust Fan Belt-Rens.
				Total this claim	<u>\$11.99</u>		
17876	3385	KIRBY RISK CORPORATION	OPERATING FUND	REPAIR PARTS	\$64.35	5/10/99	Dimmer Switch-Rens.
				Total this claim	<u>\$64.35</u>		
17877	3386	KOLORTECH, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$460.60	5/10/99	120-Fluorescent Bulbs
				Total this claim	<u>\$460.60</u>		
17878	3387	LARGE PRINT LIBRARY DISCO	OPERATING FUND	BOOKS	\$71.92	5/10/99	Books
			OPERATING FUND	BOOKS	\$4.76		
				Total this claim	<u>\$76.68</u>		
17879	3388	LISA RUSHER	OPERATING FUND	PROFESSIONAL MEETINGS	\$5.28	5/10/99	ILF expense 4/8/99
				Total this claim	<u>\$5.28</u>		
17880	3389	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$202.49	5/10/99	Postage, Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$6.80		ILF Expense
			OPERATING FUND	POSTAGE	\$3.97		
				Total this claim	<u>\$213.26</u>		
17881	3390	MARKS HOME IMPROVEMENT	OPERATING FUND	BUILDING & STRUCTURES	\$230.00	5/10/99	Snow Removal;3/6 & 3/9/99 Demotte
				Total this claim	<u>\$230.00</u>		
17882	3391	PATRICK OATIS	OPERATING FUND	PROFESSIONAL MEETINGS	\$142.50	5/10/99	Sign Language Class
			HOST/HOSPITALITY F	PROFESSIONAL MEETINGS	\$172.50		4/8 - 5/13/99;Rens.
				Total this claim	<u>\$315.00</u>		
17883	3392	PATTY STRINGFELLOW	OPERATING FUND	TRAVELING EXPENSE	\$34.20	5/10/99	Mileage-Volunteer Conf.
				Total this claim	<u>\$34.20</u>		
17884	3393	PAT WETSELAAR	OPERATING FUND	BOOKS	\$26.94	5/10/99	Refund-2 Lost Books Returned "Secret Place of Thunder" "Stronger Abs & Back"
				Total this claim	<u>\$26.94</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17885	3394	PBS VIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$149.88	5/10/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$9.75		
				Total this claim	\$159.63		
17886	3395	PEGGY WOODS	OPERATING FUND	TRAVELING EXPENSE	\$40.92	5/10/99	Mileage & ILF expense
			OPERATING FUND	PROFESSIONAL MEETINGS	\$20.99		
				Total this claim	\$61.91		
17887	3396	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$50.00	5/10/99	Clean Gutters, Repair &
			OPERATING FUND	BUILDING & STRUCTURES	\$25.00		Replace Lights-Wheat Lights, ceiling tiles, repair mtg. Room door handle-Dem.
				Total this claim	\$75.00		
17888	3397	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$2,080.82	5/10/99	Repipe Dem. A/C system,repairs for
			OPERATING FUND	BUILDING & STRUCTURES	\$11,088.11		recirculating pump & exhaust fan, VAV repairs
				Total this claim	\$13,168.93		
17889	3398	PUBLISHING SALES CONSULT	OPERATING FUND	BOOKS	\$120.85	5/10/99	Books
			OPERATING FUND	BOOKS	\$269.85		
			OPERATING FUND	BOOKS	\$27.35		
				Total this claim	\$418.05		
17890	3399	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$631.42	5/10/99	Contact paper,report covers,Fax Toner
			OPERATING FUND	BOOKS	\$41.96		cartridges,envelopes,copy
			OPERATING FUND	LIBRARY SUPPLIES	\$31.64		paper,markers,pens,Panasonic ribbons,
			OPERATING FUND	LIBRARY SUPPLIES	\$1.92		cassette.
				Total this claim	\$706.94		
17891	3400	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$81.20	5/10/99	Audio Books
			OPERATING FUND	NONPRINTED MATERIALS	\$81.20		
			OPERATING FUND	NONPRINTED MATERIALS	\$24.40		
			OPERATING FUND	NONPRINTED MATERIALS	\$7.60		
				Total this claim	\$194.40		
17892	3401	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$8.99	5/10/99	Books
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$2.93		
				Total this claim	\$20.91		
17893	3402	RENEE CARR	OPERATING FUND	TRAVELING EXPENSE	\$13.64	5/10/99	ILF expense & mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$3.79		4/8/99
				Total this claim	\$17.43		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17894	3403	RENSSELAER REPUBLICAN	OPERATING FUND	PERIODICALS & NEWSPAPER	\$106.25	5/10/99	Capital Funds Project Ad,Page position,
			OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$338.66		Annual Subscription-D
				Total this claim	\$444.91		
17895	3404	SAFETYTECH	OPERATING FUND	NONPRINTED MATERIALS	\$59.95	5/10/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$59.95		
				Total this claim	\$119.90		
17896	3405	SAINT JOSEPH COLLEGE	OPERATING FUND	BOOKS	\$83.00	5/10/99	Lost ILL Book-Ren. Monon:The Hoosier Line
				Total this claim	\$83.00		
17897	3406	SEA CHANGE CORPORATION	OPERATING FUND	NONPRINTED MATERIALS	\$50.00	5/10/99	Upgrade BookWhere 2000 Upgrade
			OPERATING FUND	NONPRINTED MATERIALS	\$3.95		
				Total this claim	\$53.95		
17898	3407	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$763.99	5/10/99	Transport Service;4/2, 4/9,4/16,4/23/99
				Total this claim	\$763.99		
17899	3408	SELECTVIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$49.90	5/10/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$5.00		
				Total this claim	\$54.90		
17900	3409	SMITH TRUE VALUE FARM ST	OPERATING FUND	BUILDING MATERIALS & SUPP	\$7.79	5/10/99	Doorbell-Dem.,Doorstop
			OPERATING FUND	BUILDING & STRUCTURES	\$11.99		
				Total this claim	\$19.78		
17901	3410	SPRINT	OPERATING FUND	TELEPHONE	\$103.44	5/10/99	Long Distance- April '99
			OPERATING FUND	TELEPHONE	\$45.42		
			OPERATING FUND	TELEPHONE	\$25.64		
				Total this claim	\$174.50		
17902	3411	STEPHANIE FILSON	OPERATING FUND	TRAVELING EXPENSE	\$65.10	5/10/99	ILF Expense & Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$4.11		
				Total this claim	\$69.21		
17903	3412	UPSTART	OPERATING FUND	LIBRARY SUPPLIES	\$14.60	5/10/99	Poster's, Bookmarks & Banners.
			OPERATING FUND	LIBRARY SUPPLIES	\$25.93		Wh. & Ren.
				Total this claim	\$40.53		
17904	3413	VIKING OFFICE PRODUCTS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$36.93	5/10/99	Copy Paper
				Total this claim	\$36.93		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17905	3414	W.T.COX SUBSCRIPTIONS, INC.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$2,558.52	5/10/99	Annual Magazine Subcriptions
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$5,524.61		
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$6,806.87		
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$274.42		
			RENSSELAER GIFT FU	PERIODICALS & NEWSPAPER	\$46.08		
			DEMOTTE GIFT FUND	PERIODICALS & NEWSPAPER	\$195.65		
			Total this claim		\$15,406.15		
17906	3415	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$25.40	5/10/99	Staff Development Day, Video's,
			OPERATING FUND	NONPRINTED MATERIALS	\$44.87		Children's Program Supplies-R
			DEMOTTE GIFT FUND	PROFESSIONAL MEETINGS	\$3.22		
			RENSSELAER GIFT FU	PROFESSIONAL MEETINGS	\$3.22		
			WHEATFIELD GIFT FU	PROFESSIONAL MEETINGS	\$1.61		
			Total this claim		\$78.32		
17907	3416	SHARON M. WILLIAMS	OPERATING FUND	NONPRINTED MATERIALS	\$42.50	5/10/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$4.50		
			Total this claim		\$47.00		
17908	3417	Bowen Library Services, Inc.	OPERATING FUND	PROFESSIONAL MEETINGS	\$130.00	5/10/99	26 workbooks-The Art Of Patron Service
							Day-4/23/99
			Total this claim		\$130.00		
0	3418	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	5/10/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,093.46		
			OPERATING FUND	WAGES OF JANITORS	\$1,623.82		
			Total this claim		\$26,576.28		
17909	3419	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,095.28	5/10/99	Withheld from 10 May 99 Payroll -
							Daugherty,Kooy,Schulenberg, Fagen,
							Kopanda,Maxwell,Stringfellow,Filson, W
			Total this claim		\$1,095.28		
17910	3420	NIPSCO	OPERATING FUND	GAS	\$609.71	5/10/99	DeMotte Utilities-3/19-4/20/99
			OPERATING FUND	ELECTRICITY	\$1,794.06		
			Total this claim		\$2,403.77		
17911	3421	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$373.09	5/10/99	DeMotte Phones-March, April, May '99
			Total this claim		\$373.09		
17912	3422	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	5/10/99	Sewer service-March 1999-DeMotte
			Total this claim		\$45.66		

<i>Warra. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17913	3423	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	5/10/99	Sewer Service-May 1999, Wheatfield
				Total this claim	<u>\$41.05</u>		
17914	3424	JASPER COUNTY PUBLIC LIB	RENS & DEM BOND A	PURCHASE OF INVESTMENTS	105,000.00	5/7/99	Purchase 6-month CD #7151014301
				Total this claim	<u>\$105,000.00</u>		
17915	3425	JASPER COUNTY PUBLIC LIB	OPERATING FUND	PURCHASE OF INVESTMENTS	105,000.00	5/7/99	Purchase 91 day CD #7151014302
			RENS & DEM BOND A	PURCHASE OF INVESTMENTS	\$40,000.00		
				Total this claim	<u>\$145,000.00</u>		
0	3426	JASPER COUNTY PUBLIC LIB	OPERATING FUND	BANK TRANSFERS	\$16,000.00	5/6/99	Bank Transfer to Peoples' State Bank
				Total this claim	<u>\$16,000.00</u>		
0	3427	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,983.35	5/11/99	EFT-FICA & FED TAX WITHHELD 10 M
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,983.35		REF #63515804
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,605.18		
				Total this claim	<u>\$6,571.88</u>		
0	3428	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,792.84	5/11/99	STATE & COUNTY TAX WITHHELD M
			CO TAX COLLECTED	SALARIES AND WAGES	\$511.14		REF #15565, TRANSFER 5/20/99, 2:02
				Total this claim	<u>\$2,303.98</u>		
0	3429	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	5/25/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,000.43		
			OPERATING FUND	WAGES OF JANITORS	\$1,409.73		
				Total this claim	<u>\$26,269.16</u>		
17916	3430	ANTHEM LIFE	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$88.35	5/25/99	Life Insurance-19 employees 6/1/99
				Total this claim	<u>\$88.35</u>		
17917	3431	CITY OF RENSSELAER	OPERATING FUND	GAS	\$398.93	5/25/99	Rensselaer Utilities
			OPERATING FUND	ELECTRICITY	\$1,306.26		4/8/99-5/10/99
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$84.60		
				Total this claim	<u>\$1,839.94</u>		
17918	3432	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,095.28	5/25/99	Withheld from Payroll 25 May '99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow, Woods,Maxwell,Weed
				Total this claim	<u>\$1,095.28</u>		
17919	3433	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$40.00	5/25/99	Beginning Web Design-6/15/99 Stringfellow
				Total this claim	<u>\$40.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17920	3434	NIPSCO	OPERATING FUND	GAS	\$76.55	5/25/99	Wheatfield Utilities
			OPERATING FUND	ELECTRICITY	\$489.99		4/14/99-5/13/99
			Total this claim		\$566.54		
0	3435	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,959.88	5/25/99	FICA & FED TAX WITHHELD 25 MAY 9
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,959.88		transfer 5/26/99
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,556.25		
			Total this claim		\$6,476.01		
0	3436	PEOPLES STATE BANK	OPERATING FUND	OTHER OFFICE SUPPLIES	\$20.50	5/25/99	Deposit slips- Bank DEBITED Acct.
			Total this claim		\$20.50		

Total Amount of Claims \$395,753.04

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, June 02, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 10 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$395,753.04

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JASPER COUNTY PUBLIC LIBRARY

Receipt Breakdown

May 31, 1999

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
Fees & Fees:			\$2,241.61	\$11,870.03
DeMotte	\$671.65	\$4,340.45		
Rensselaer	\$981.13	\$4,610.85		
Wheatfield	\$588.83	\$2,918.73		
PHOTOCOPIES:			\$550.34	\$3,132.98
DeMotte	\$186.69	\$1,211.87		
Rensselaer	\$278.65	\$1,463.56		
Wheatfield	\$85.00	\$457.55		
CARDS:			\$48.00	\$341.00
DeMotte	\$20.00	\$122.00		
Rensselaer	\$22.00	\$169.00		
Wheatfield	\$6.00	\$50.00		
BOOK/EQUIPMENT SALES:			\$430.70	\$430.70
COMPUTER DISKS:			\$0.75	\$12.65
INTEREST:			\$500.00	\$6,696.53
TAXES:			\$301,864.19	\$301,966.19
Property Tax	\$90,373.69	\$90,373.69		
Financial Institution Tax	\$0.00	\$102.00		
License Excise Tax	\$0.00	\$0.00		
Local Option/Certified Shares	\$189,851.50	\$189,851.50		
Local Option/Property Tax Repl.	\$21,639.00	\$21,639.00		
State Distribution	\$0.00	\$0.00		
REFUNDS:			\$180.98	\$6,079.94
Insurance Refund	\$0.00	\$2,898.36		
Elron Software Refund	\$0.00	\$2,882.00		
PC Anywhere Rebate	\$0.00	\$70.00		
Energizer Rebate	\$0.00	\$8.60		
Panasonic Rebate	\$0.00	\$40.00		
Armchair Detective '98 Refund	\$31.00	\$31.00		
Tru-Green '98 Serv. Refund	\$51.00	\$51.00		
Universal Serv. Fund Reim.	\$98.98	\$98.98		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
TOTAL OPERATING FUND RECEIPTS.....			\$305,816.57	\$330,530.02
PLAC FUND:			\$0.00	\$23.00
GIFT FUNDS:			\$1,829.95	\$2,161.65
DeMotte	\$300.00	\$345.00		
Rensselaer	\$1,429.95	\$1,716.65		
Wheatfield	\$100.00	\$100.00		
LIBRARY IMPROVEMENT FUND:			\$119.48	\$962.13
BOND & INTEREST REDEMPTION FUN.....			\$52,278.76	\$52,337.76
Property Tax	\$52,278.76	\$52,278.76		
Financial Institution Tax	\$0.00	\$59.00		
License Excise Tax	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:			\$32.05	\$746.81
ORAL HISTORY GRANT FUND:			\$0.00	\$0.00
RECIPROCAL BORROWING:			\$0.00	\$0.00
L..... EXCESS FUND:			\$0.00	\$0.00
S..... LITE FUND:			\$0.00	\$0.00
IN..... NA TECHNOLOGY GRANT FUND:			\$0.00	\$0.00
STATE TECHNOLOGY GRANT 1997:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$0.00	\$0.00
CASH CHANGE FUND (transf.\$10/Oper.....)			\$0.00	\$10.00
SUB-TOTAL (page 1).....			\$360,076.81	\$386,771.37

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
WITHHOLDING ACCOUNT FUNDS:			\$16,168.92	\$80,041.67
FIT Tax Collected	\$5,161.43	\$26,055.49		
FICA Collected	\$3,943.23	\$19,541.49		
State Tax Collected	\$1,735.63	\$8,619.25		
County Tax Collected	\$492.82	\$2,451.74		
INDIANA Deferred Comp	\$2,190.56	\$10,156.36		
#125 Plan	\$1,300.10	\$6,460.74		
Health/Life Insurance	\$0.00	\$6.00		
PERF	\$1,345.15	\$6,750.60		
TOTAL RECEIPTS - ALL FUNDS			\$376,245.73	\$466,813.04

Register Of Claims
Jasper County Public Library

Report Date: From 6/1/99 To 6/15/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	3437	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	6/10/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,023.75		
			OPERATING FUND	WAGES OF JANITORS	\$1,564.60		
				Total this claim	\$26,447.35		
17921	3438	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$2,006.94	6/10/99	Health Ins. Premium JUN '99
		#125 PLAN		SALARIES AND WAGES	\$1,300.09		13 Employees
				Total this claim	\$3,307.03		
17922	3439	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,095.28	6/10/99	Withheld from Payroll 6/10/99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow, Woods,Maxwell,Weed
				Total this claim	\$1,095.28		
17923	3440	NIPSCO	OPERATING FUND	GAS	\$258.88	6/10/99	Demotte Utilities;4/20 - 5/19/99
			OPERATING FUND	ELECTRICITY	\$1,674.98		
				Total this claim	\$1,933.86		
17924	3441	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	6/10/99	Local Telephone Service Demotte-Jun '99
				Total this claim	\$26.07		
17925	3442	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	6/10/99	Demotte-Sewer service-APR '99
				Total this claim	\$45.66		
17926	3443	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	6/10/99	Sewer Service-June '99-Wheatfield
				Total this claim	\$41.05		
17927	3444	SPRINT	OPERATING FUND	TELEPHONE	\$107.96	6/10/99	Long Distance-May '99
			OPERATING FUND	TELEPHONE	\$44.78		
			OPERATING FUND	TELEPHONE	\$22.92		
				Total this claim	\$175.66		
17928	3445	A & S PLUMBING & HEATING	OPERATING FUND	BUILDING & STRUCTURES	\$147.98	6/14/99	Washroom Sink leaking-DeM. Repairs
				Total this claim	\$147.98		
17929	3446	A.E. BOYCE CO., INC.	OPERATING FUND	OFFICIAL RECORDS	\$380.51	6/14/99	Vendor Laser Checks-2,000
				Total this claim	\$380.51		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17930	3447	ACE HARDWARE	OPERATING FUND	CLEANING & SANITATION SUP	\$8.99	6/14/99	Outdoor Window Cleaner
				Total this claim	\$8.99		
17931	3448	ALCO DISCOUNT STORE #290	OPERATING FUND	LIBRARY SUPPLIES	\$7.98	6/14/99	Wood Balls for Adult Bingo Program
				Total this claim	\$7.98		
17932	3449	Al's Construction, Inc.	OPERATING FUND	BUILDING & STRUCTURES	\$826.00	6/14/99	Ceiling Repairs (re: Insurance Claim)-Ja
			OPERATING FUND	BUILDING & STRUCTURES	\$750.00		
				Total this claim	\$1,576.00		
17933	3450	AMBER WHITED	OPERATING FUND	TRAVELING EXPENSE	\$168.33	6/14/99	HTML, Excel '97, & ASK Committee Wo
			OPERATING FUND	PROFESSIONAL MEETINGS	\$3.90		Mileage/Expenses
				Total this claim	\$172.23		
17934	3451	AMERICAN LIBRARY ASSN	OPERATING FUND	BOOKS	\$18.00	6/14/99	Cataloging for Kids-T.S.
			OPERATING FUND	BOOKS	\$5.00		
				Total this claim	\$23.00		
17935	3452	ANNE-MARIE EGAN	OPERATING FUND	TRAVELING EXPENSE	\$13.64	6/14/99	Board Meeting @ DeMotte Lib. 5/10/99
				Total this claim	\$13.64		
17936	3453	ANTHEM BLUE CROSS AND B	OPERATING FUND	OTHER INSURANCE	\$110.00	6/14/99	Annual COBRA Administration Fee
				Total this claim	\$110.00		
17937	3454	ASSOCIATED LIBRARIES PRE	OPERATING FUND	BOOKS	\$584.24	6/14/99	Children's Books
			OPERATING FUND	BOOKS	\$263.38		
			OPERATING FUND	BOOKS	\$275.52		
				Total this claim	\$1,123.14		
17938	3455	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$198.00	6/14/99	May & June Financial Computer Suppor
				Total this claim	\$198.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17939	3456	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$1,757.43	6/14/99	Books, Gift Books, Continuations, A.V.
			OPERATING FUND	BOOKS	\$1,087.18		
			OPERATING FUND	BOOKS	\$1,430.25		
			OPERATING FUND	BOOKS	\$514.93		
			OPERATING FUND	BOOKS	\$438.72		
			OPERATING FUND	BOOKS	\$468.77		
			OPERATING FUND	BOOKS	\$100.39		
			OPERATING FUND	BOOKS	\$64.13		
			OPERATING FUND	BOOKS	\$90.71		
			OPERATING FUND	BOOKS	\$478.04		
			OPERATING FUND	BOOKS	\$429.38		
			OPERATING FUND	BOOKS	\$76.90		
			OPERATING FUND	BOOKS	\$24.89		
			OPERATING FUND	BOOKS	\$5.24		
			DEMOTTE GIFT FUND	BOOKS	\$18.60		
			OPERATING FUND	NONPRINTED MATERIALS	\$8.95		
Total this claim				\$6,994.51			
17940	3457	BEST BUY CO., INC.	OPERATING FUND	NONPRINTED MATERIALS	\$224.83	6/14/99	CD's, Videos, CD-Roms
			OPERATING FUND	NONPRINTED MATERIALS	\$221.80		
			OPERATING FUND	NONPRINTED MATERIALS	\$458.65		
Total this claim				\$905.28			
17941	3458	BETH SUTTON CUMMINS	OPERATING FUND	OTHER PROFESSIONAL SERV	\$50.00	6/14/99	Tropical Birds Summer Rdg. Prog.-WH.
Total this claim				\$50.00			
17942	3459	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$7.69	6/14/99	Book
			OPERATING FUND	BOOKS	\$1.13		
Total this claim				\$8.82			
17943	3460	BIERMA HARDWARE, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$0.58	6/14/99	Bird Feeder & Seed, hardware
			OPERATING FUND	LIBRARY SUPPLIES	\$10.97		
Total this claim				\$11.55			
17944	3461	BROOKLYN NORTH	OPERATING FUND	FURNITURE & EQUIPMENT	\$440.00	6/14/99	Office Pro 97 Licenses-6
Total this claim				\$440.00			
17945	3462	CAMELOT MUSIC, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$99.62	6/14/99	Music CD's
			OPERATING FUND	NONPRINTED MATERIALS	\$130.91		
Total this claim				\$230.53			

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17946	3463	CAMPBELL PRINTING COMPA	OPERATING FUND	STATIONERY AND PRINTING	\$282.25	6/14/99	Letterheads, Envelopes, Mem. Envelope
			OPERATING FUND	OTHER PRINTING	\$88.92		
				Total this claim	\$371.17		
17947	3464	CENTRAL STATES SALES CO	OPERATING FUND	OTHER OPERATING SUPPLIE	\$114.99	6/14/99	Projector Bulb, Outdoor Bulbs
				Total this claim	\$114.99		
17948	3465	CHARLOTTE COULITSIS	OPERATING FUND	BOOKS	\$25.00	6/14/99	Patron found lost book-The First Horse
				Total this claim	\$25.00		
17949	3466	CHARLOTTE FAGEN	OPERATING FUND	LIBRARY SUPPLIES	\$33.57	6/14/99	Summer Rdg. Prize-Guitar
				Total this claim	\$33.57		
17950	3467	CHICAGO TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$123.69	6/14/99	Annual Subsc-5/16/99-5/13/00, Rens.
				Total this claim	\$123.69		
17951	3468	CHIVERS NORTH AMERICA	OPERATING FUND	BOOKS	\$13.90	6/14/99	Books
			OPERATING FUND	BOOKS	\$3.53		
				Total this claim	\$17.43		
17952	3469	CMPEXpress.com, Inc.	OPERATING FUND	FURNITURE & EQUIPMENT	\$192.00	6/14/99	Laptop Batteries
				Total this claim	\$192.00		
17953	3470	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$100.00	6/14/99	Feb-June '99 Mail Access
				Total this claim	\$100.00		
17954	3471	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	6/14/99	June Water Cooler rental-Wh.
				Total this claim	\$9.95		
17955	3472	DARYL'S PASTRY SHOP	RENSSELAER GIFT FU	PROFESSIONAL MEETINGS	\$19.77	6/14/99	Galaxy User Group Meeting-Hospitality
				Total this claim	\$19.77		
17956	3473	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$547.26	6/14/99	Books
			OPERATING FUND	BOOKS	\$1,526.93		
			OPERATING FUND	BOOKS	\$1,056.14		
			OPERATING FUND	BOOKS	\$258.37		
			OPERATING FUND	BOOKS	\$364.30		
			OPERATING FUND	BOOKS	\$152.69		
			OPERATING FUND	BOOKS	\$20.96		
				Total this claim	\$3,926.65		
17957	3474	DEMCO	OPERATING FUND	BOOKS	\$228.25	6/14/99	Book Pockets
				Total this claim	\$228.25		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17958	3475	DEMOTTE HISTORICAL SOCIE	OPERATING FUND	DUES	\$25.00	6/14/99	1999 Annual Dues-DeMotte Library
				Total this claim	\$25.00		
17959	3476	DEMOTTE OFFICE SUPPLY	OPERATING FUND	OTHER OFFICE SUPPLIES	\$8.70	6/14/99	Receipt Book
				Total this claim	\$8.70		
17960	3477	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$129.89	6/14/99	Mileage & Legally Speaking Wkshp Exp
			OPERATING FUND	PROFESSIONAL MEETINGS	\$5.20		
				Total this claim	\$135.09		
17961	3478	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$31.00	6/14/99	Mileage
				Total this claim	\$31.00		
17962	3479	DISCLOSURE INCORPORATE	OPERATING FUND	NONPRINTED MATERIALS	\$1,841.00	6/14/99	Compact D SEC-single user
				Total this claim	\$1,841.00		
17963	3480	FASE'S WATER TREATMENT	OPERATING FUND	BUILDING MATERIALS & SUPP	\$52.50	6/14/99	Redout-DeMotte Lib.
				Total this claim	\$52.50		
17964	3481	G.NEIL COMPANIES	OPERATING FUND	OFFICIAL RECORDS	\$38.85	6/14/99	IN Minimum Wage Poster
				Total this claim	\$38.85		
17965	3482	GA FOODS GROUP	OPERATING FUND	LIBRARY SUPPLIES	\$6.38	6/14/99	Focus Group, Galaxy User Gr, Counterp
			OPERATING FUND	LIBRARY SUPPLIES	\$37.76		
			HOST/HOSPITALITY F	PROFESSIONAL MEETINGS	\$12.28		
				Total this claim	\$56.42		
17966	3483	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$44.33	6/14/99	Monitor Stand, Mileage
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$10.74		
				Total this claim	\$55.07		
17967	3484	GALE GROUP	OPERATING FUND	BOOKS	\$80.75	6/14/99	Pop.Music, Something About Author
			OPERATING FUND	BOOKS	\$98.80		
			OPERATING FUND	BOOKS	\$11.66		
				Total this claim	\$191.21		
17968	3485	GAYLORD BROS.	OPERATING FUND	LIBRARY SUPPLIES	\$40.74	6/14/99	Spine/Subject Labels, End of Stack Nu
			OPERATING FUND	BOOKS	\$47.21		
				Total this claim	\$87.95		
17969	3486	GROLIER PUBLISHING COMP	OPERATING FUND	BOOKS	\$124.80	6/14/99	Standing Order Books
			OPERATING FUND	BOOKS	\$8.74		
				Total this claim	\$133.54		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17970	3487	HENSLEY SEAL COATING	OPERATING FUND	BUILDING & STRUCTURES	\$766.65	6/14/99	Seal Coating of Parking Lots
			OPERATING FUND	BUILDING & STRUCTURES	\$1,171.83		
			OPERATING FUND	BUILDING & STRUCTURES	\$159.39		
				Total this claim	\$2,097.87		
17971	3488	HERITAGE OFFICE PRODUCT	OPERATING FUND	CLEANING & SANITATION SUP	\$1.78	6/14/99	Typewriters-D&Wh, Copier Drum-Wh.,
			OPERATING FUND	MAINTENANCE CONTRACTS	\$665.00		Serv. Contract-Wh.
			OPERATING FUND	EQUIPMENT	\$143.00		
			OPERATING FUND	FURNITURE & EQUIPMENT	\$519.20		
			OPERATING FUND	FURNITURE & EQUIPMENT	\$519.20		
				Total this claim	\$1,848.18		
17972	3489	HERMAN & GOETZ	OPERATING FUND	BUILDING & STRUCTURES	\$886.83	6/14/99	As Per Attached Invoices
				Total this claim	\$886.83		
17973	3490	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$484.23	6/14/99	Kleenex, Stride, M-Folds, TP, Hand Soa
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$19.90		Cl., Vacuum Brushes, Paper Towels
				Total this claim	\$504.13		
17974	3491	INGOLSA	OPERATING FUND	SERVICE CONTRACTS	\$625.00	6/14/99	Annual Wheels Courier Service-
				Total this claim	\$625.00		
17975	3492	INFORMATION PLUS	OPERATING FUND	BOOKS	\$151.20	6/14/99	Standing Order Books
			OPERATING FUND	BOOKS	\$151.20		
			OPERATING FUND	BOOKS	\$151.20		
				Total this claim	\$453.60		
17976	3493	INGRAM	OPERATING FUND	BOOKS	\$19.99	6/14/99	Books
			OPERATING FUND	BOOKS	\$19.47		
			OPERATING FUND	BOOKS	\$43.20		
			OPERATING FUND	BOOKS	\$9.87		
			OPERATING FUND	BOOKS	\$16.43		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$7.97		
				Total this claim	\$124.70		
17977	3494	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$15.99	6/14/99	Books
			OPERATING FUND	BOOKS	\$15.96		
			OPERATING FUND	BOOKS	\$2.62		
				Total this claim	\$34.57		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17978	3495	JASPER CO. VETERANS COU	OPERATING FUND	OTHER OPERATING SUPPLIE	\$76.00	6/14/99	American Flags
				Total this claim	<u>\$76.00</u>		
17979	3496	JENNIFER L. EVERS	OPERATING FUND	TRAVELING EXPENSE	\$198.09	6/14/99	OVGTSL Conf Expenses & Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$17.05		
				Total this claim	<u>\$215.14</u>		
17980	3497	LEANNE YORK	OPERATING FUND	PROFESSIONAL MEETINGS	\$5.20	6/14/99	Book Discussion Books, Legal Wkshp E
			OPERATING FUND	LIBRARY SUPPLIES	\$41.90		
				Total this claim	<u>\$47.10</u>		
17981	3498	LIBRARY STORE, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$8.00	6/14/99	NamePlate, signage, silver markers, bo
			OPERATING FUND	BOOKS	\$12.90		sticks
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$18.30		
			OPERATING FUND	LIBRARY SUPPLIES	\$2.70		
				Total this claim	<u>\$41.90</u>		
17982	3499	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$123.38	6/14/99	Budget Workshop Expense & Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$36.00		
				Total this claim	<u>\$159.38</u>		
17983	3500	MICHELLE HEEKE BRADLEY	OPERATING FUND	TRAVELING EXPENSE	\$27.28	6/14/99	ILF & Legal Workshop Expenses & Mile
			OPERATING FUND	PROFESSIONAL MEETINGS	\$10.50		
				Total this claim	<u>\$37.78</u>		
17984	3501	MIDWAY ELECTRONICS	OPERATING FUND	NETWORKING	\$100.02	6/14/99	May & June '99 Pager Service & 7/1/99- USF 1998 credit)
				Total this claim	<u>\$100.02</u>		
17985	3502	MIDWEST MICRO PERIPHERA	OPERATING FUND	FURNITURE & EQUIPMENT	\$35.99	6/14/99	Lavaport
				Total this claim	<u>\$35.99</u>		
17986	3503	MITCHELL REPAIR INFORMATI	OPERATING FUND	BOOKS	\$114.75	6/14/99	Elec. Imported Cars 1998 Suppl.
				Total this claim	<u>\$114.75</u>		
17987	3504	NANCY HARTMAN	OPERATING FUND	OTHER PROFESSIONAL SERV	\$200.00	6/14/99	Focus Group Facilitator
				Total this claim	<u>\$200.00</u>		
17988	3505	N.A.D.A. APPRAISAL GUIDES	OPERATING FUND	PERIODICALS & NEWSPAPER	\$48.00	6/14/99	Subscription-DeMotte & Wheatfield Lib.-
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$48.00		
				Total this claim	<u>\$96.00</u>		
17989	3506	PARSONS TECHNOLOGY	OPERATING FUND	NONPRINTED MATERIALS	\$279.98	6/14/99	Census Bundle & WFT Super Bndl IV
			OPERATING FUND	NONPRINTED MATERIALS	\$7.00		CD-ROMs
				Total this claim	<u>\$286.98</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17990	3507	PAULA RAMOS	OPERATING FUND	OTHER PROFESSIONAL SERV	\$200.00	6/14/99	DeMotte Summer Rdg-6/8/99 Prog.
				Total this claim	<u>\$200.00</u>		
17991	3508	PBS VIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$232.76	6/14/99	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$11.50		
				Total this claim	<u>\$244.26</u>		
17992	3509	PEGGY WOODS	OPERATING FUND	TRAVELING EXPENSE	\$16.43	6/14/99	AV Buying Trip Expenses & Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$8.67		
				Total this claim	<u>\$25.10</u>		
17993	3510	POST TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$156.00	6/14/99	Wheatfield Subsc. 6/11/99-6/10/00; De
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$156.00		7/7/00
				Total this claim	<u>\$312.00</u>		
17994	3511	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$799.25	6/14/99	2000-33 cent self-stick, 100-20 cent, 100
							25 postcards; 40-\$1 stamps; 100-50 cen
				Total this claim	<u>\$799.25</u>		
17995	3512	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$1,250.00	6/14/99	Y2K Software/Hardware Upgrades-D&R
			OPERATING FUND	BUILDING & STRUCTURES	\$1,821.50		Rens.
				Total this claim	<u>\$3,071.50</u>		
17996	3513	PURDUE PHYSICS OUTREAC	OPERATING FUND	OTHER PROFESSIONAL SERV	\$150.00	6/14/99	Summer Reading Program-DeM. 6/29/9
				Total this claim	<u>\$150.00</u>		
17997	3514	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$151.26	6/14/99	Pens, Tape, Inkjet Cartridges, Printer Ri
							Report Covers
				Total this claim	<u>\$151.26</u>		
17998	3515	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$9.99	6/14/99	Children Books
			OPERATING FUND	BOOKS	\$9.99		
			OPERATING FUND	BOOKS	\$2.26		
				Total this claim	<u>\$22.24</u>		
17999	3516	RELIABLE EXTERMINATORS, I	OPERATING FUND	BUILDING & STRUCTURES	\$75.00	6/14/99	Pest Control-DeM. & Rens.
			OPERATING FUND	BUILDING & STRUCTURES	\$225.00		
				Total this claim	<u>\$300.00</u>		
18000	3517	RICK'S TREE SERVICE	OPERATING FUND	BUILDING & STRUCTURES	\$275.00	6/14/99	Hackberry Tree Trimming
				Total this claim	<u>\$275.00</u>		
18001	3518	SANDRA L. HESTERMAN	OPERATING FUND	TRAVELING EXPENSE	\$4.96	6/14/99	Mileage
				Total this claim	<u>\$4.96</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18002	3519	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$1,005.25	6/14/99	4/30/99-5/28/99 Courier Service
				Total this claim	\$1,005.25		
18003	3520	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$259.47	6/14/99	Mileage
				Total this claim	\$259.47		
18004	3521	SIMON & SCHUSTER	OPERATING FUND	BOOKS	\$94.34	6/14/99	Books
			OPERATING FUND	BOOKS	\$425.92		
			OPERATING FUND	BOOKS	\$429.48		
			OPERATING FUND	BOOKS	\$21.44		
				Total this claim	\$971.18		
18005	3522	ELTON HUMMEL	OPERATING FUND	OTHER PROFESSIONAL SERV	\$195.00	6/14/99	Steven's Puppets Program-DeM.-6/15,
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$195.00		
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$195.00		
				Total this claim	\$585.00		
18006	3523	STORY PEDDLERS	OPERATING FUND	OTHER PROFESSIONAL SERV	\$153.00	6/14/99	Summer Rdg. Performance-Rens & Wh
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$153.00		
				Total this claim	\$306.00		
18007	3524	SUNCOAST #3009	OPERATING FUND	NONPRINTED MATERIALS	\$55.68	6/14/99	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$86.30		
				Total this claim	\$141.98		
18008	3525	TELECOMM INDUSTRIES	OPERATING FUND	BUILDING & STRUCTURES	\$125.80	6/14/99	Moved phone to new location-activate ja
				Total this claim	\$125.80		
18009	3526	THOMAS T. BEELER, PUBLISH	OPERATING FUND	BOOKS	\$44.06	6/14/99	Books
			OPERATING FUND	BOOKS	\$4.76		
				Total this claim	\$48.82		
18010	3527	THE TIMES - EASTLAKE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$195.00	6/14/99	Annual Subscription-Wheatfield Lib., 6/7
				Total this claim	\$195.00		
18011	3528	TIMESTEP PLAYERS	OPERATING FUND	OTHER PROFESSIONAL SERV	\$165.00	6/14/99	Summer Rdg. Prog-Trekkin' Through Ti
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$165.00		DeM., 7/6; Wh., 7/7/99
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$165.00		
				Total this claim	\$495.00		
18012	3529	TYSEN'S COUNTRY GROCER	OPERATING FUND	CLEANING & SANITATION SUP	\$85.29	6/14/99	Focus Group Expenses, Cleaning Suppl
			OPERATING FUND	LIBRARY SUPPLIES	\$21.32		Expenses
			OPERATING FUND	LIBRARY SUPPLIES	\$18.02		
				Total this claim	\$124.63		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18013	3530	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$96.90	6/14/99	April & May Initial & Secondary Placeme
				Total this claim	\$96.90		
18014	3531	UPSTART	OPERATING FUND	LIBRARY SUPPLIES	\$16.35	6/14/99	Bookmarks, Buttons for Summer Rdg.
				Total this claim	\$16.35		
18015	3532	USA TODAY	OPERATING FUND	PERIODICALS & NEWSPAPER	\$119.00	6/14/99	Annual Subscription-7/1/99-6/30/00-Wh
				Total this claim	\$119.00		
18016	3533	VIKING OFFICE PRODUCTS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$125.70	6/14/99	Copy Paper, 3-hole punch
				Total this claim	\$125.70		
18017	3534	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$42.04	6/14/99	Patron Survey Supplies
				Total this claim	\$42.04		
18018	3535	WALMART #1618	OPERATING FUND	NONPRINTED MATERIALS	\$140.13	6/14/99	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$239.51		
			OPERATING FUND	NONPRINTED MATERIALS	\$183.52		
				Total this claim	\$563.16		
18019	3536	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$70.00	6/14/99	Mowing @ DeMotte Lib. - April '99
				Total this claim	\$70.00		
18020	3537	WHEELER PUBLISHING, INC.	OPERATING FUND	BOOKS	\$24.25	6/14/99	Large Print Books
			OPERATING FUND	BOOKS	\$308.11		
			OPERATING FUND	BOOKS	\$12.01		
				Total this claim	\$344.37		
18021	3538	WORLD BOOK SCHOOL AND L	OPERATING FUND	BOOKS	\$333.00	6/14/99	Books
			OPERATING FUND	BOOKS	\$359.00		
			OPERATING FUND	BOOKS	\$309.00		
			OPERATING FUND	BOOKS	\$252.00		
			OPERATING FUND	BOOKS	\$43.00		
				Total this claim	\$1,296.00		
18022	3539	W.T.COX SUBCRIPTIONS, INC.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$43.20	6/14/99	Disney Adventures, Better Homes & Ga
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$56.37		Science-Rens. MS-DeM. Magazine Sub
				Total this claim	\$99.57		
18024	3540	BARNES & NOBLE	OPERATING FUND	BOOKS	\$38.33	6/14/99	Books & Audio Books
			OPERATING FUND	NONPRINTED MATERIALS	\$76.12		
			OPERATING FUND	NONPRINTED MATERIALS	\$228.19		
			OPERATING FUND	NONPRINTED MATERIALS	\$40.03		
				Total this claim	\$382.67		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
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Total Amount of Claims \$74,248.30

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, June 09, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 11 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$74,248.30

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JULY

AGENDA

Jasper County Public Library Board of Trustees Monthly Meeting
Monday, July 12, 1999, 7:00 PM
Rensselaer Library

Purpose

Opening of meeting

Moment of silence

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of meeting (R 1 - R 2)
- B. Bills/Financial Reports (F)
- C. Workshop approval (R 21-22)
- D. Additional appropriation (R 21)

General Business

- A. Budget (R 11-R19)
- B. Long Range Planning (R 21)
- C. Transfer of building repair funds (R 22)
- D. Author visit (R 22)
- E. Internet filtering decisions (R 23)
- F. Banned Book Week display (R 23,26-27)

Action

Action

Action

Action

Action

Director's Report (R 21-R 25)

Discussion

Items for future Agendas

Public Forum

Adjournment

Minutes June 14, 1999
Meeting of the Jasper County Public Library Board 7:00 PM
Rensselaer Library

Present: Anne-Marie Egan, Roger Walstra, Mark Heinig, Joan Floyd, Donald Abel, Sue Deardorff, Jim Staton, Lynn Daugherty.

Agenda & Consent Agenda: J. Staton moved, seconded by A-M Egan, to approve the Agenda and Consent Agenda items including the May Minutes, Bills/Financial Reports, Salary Ordinance, LSTA Grant Appropriation transfer, & IVAN representative approval. Motion passed.

Budget Calendar: The Budget Committee will meet in the Rensselaer Study Room on June 22 at 2:00 PM to review the Y2K budgets to be presented to the board at the July Board Meeting. On a motion by J. Floyd, seconded by J. Staton, the board selected the proposed July schedule for their budgeting calendar. Motion was unanimous.

Long-Range Planning Committee: Board members who will serve on this committee are: J. Staton, S. Deardorff, and M. Heinig. Dan Gick agreed to be the facilitator for these meetings. Possible dates for the daytime meeting are Tuesday, August 24, Wednesday, Aug. 25, or Thursday, Aug. 26.

On a motion by J. Staton, seconded by S. Deardorff, the board approved a list of community members to fill out the library's Long-Range Planning Committee with the director making any additional selections to acquire 6-9 community participants. Motion passed.

Additional Appropriation: A-M Egan moved, seconded by J. Staton, to advertise for an additional appropriation in the amount of \$3412 for the purchase of new CD-Rom workstations. Motion passed. It will be advertised on June 24th in the newspaper; and a public hearing will be held on Tuesday, July 6th, at 4:00 PM, requiring 1-2 board members' attendance. Final board vote for approval will take place at the July 12th Board Meeting and then can be submitted to State Board of Tax Commissioners for their approval.

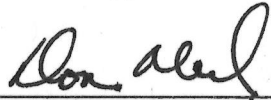
Board Development: Several board members attended the Dave Hurst Budget workshop held here on June 11th. Some comments were that libraries are becoming the focal point of the community and an economic development asset to the business/industry sector. Circulation will increase after several years as a result of patrons using computers/internet who will begin to browse other parts of the library and find items to check out. CAGIT money will drop considerably once our bond is retired. We will need to find alternative ways to make up the deficit through grants, fundraising, etc. JCPL is rated 50th in population served and 32nd in assessed valuation out of 238 Indiana libraries.

NILBA Dinner: Reservations will still be accepted for the NILBA dinner, but must be placed by contacting the director Tuesday morning, June 15th.

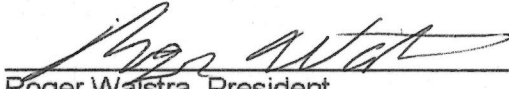
Unique Management: The collection agency reports 84% response resulting in \$1052 in materials returned and \$838 in cash received. Our receipts for fines and fees,

however, have increased \$9500 over the 12-month period since we first publicized the library's intent to use this service. We have had numerous overdue books returned because of the threat of collections. We have paid Unique Management \$437 to date.

With no further business to discuss, the meeting adjourned at 8:15 PM on a motion by J. Staton, seconded by J. Floyd.



Attest: Don Abel, Secretary



Roger Walstra, President

CIRCULATION STATISTICS

	DEMOTTE					RENSSELAER					WHEATFIELD					SYSTEM
	Added		Withdrew		CIRC- ULA- TION	Added		Withdrew		CIRC- ULA- TION	Added		Withdrew		CIRC- ULA- TION	TOTAL CIRCULA- TION
	V	T	V	T		V	T	V	T		V	T	V	T		
	O	I	O	I		O	I	O	I		O	I	O	I		
	L	T	L	T		L	T	L	T		L	T	L	T		
	U	L	U	L		U	L	U	L		U	L	U	L		
	M	E	M	E		M	E	M	E		M	E	M	E		
	E	S	E	S		E	S	E	S		E	S	E	S		
June 1999			S			S		S			S		S			
XX																
ADULT BOOKS																
Fiction	62	39			2866	86	70			2252	41	26	54	39	1090	6208
Nonfiction	117	82			1644	141	105	26	17	1397	51	36	141	57	665	3706
CHILDREN'S BKS																
Fiction	29	20			4615	49	45	78	50	3904	31	13	304	106	1394	9913
Nonfiction	22	16			1651	27	24	18	8	1330	32	11	2	1	443	3424
Magazines, Adult					828					371					198	1397
Magazines, Child					235					85					30	350
Graphic Mat'l					1			6	6	8					5	14
Internet Use					159					393					152	704
Microforms																0
Sound Rec/Adult	3	3			427	23	23	8	4	488	24	21			246	1161
Sound Rec/Child					253					186	1	1	1	1	40	479
Online Databases	1	0									5	4	1	0		
CD ROM software					83					62			1	1	60	205
Software																0
Vertical Files	1	1			74	15	15			31	10	9			7	112
VHS					706					1317					765	2788
Equipment					0					0					0	0
TOTAL	235	161	0	0	13542	341	282	136	85	11824	195	121	504	205	5095	30461
XX																

END OF MONTH:

DEMOTTE

RENSSELAER

WHEATFIELD

Total Materials Owned	44674	55851	26004
Total Titles Owned	39416	51062	24855
Daily Average Circulation	521	455	196

XX

MONTHLY SYSTEM STATISTICS

1998

1999

% change

Circulation	28611	30461	6%
-------------	-------	-------	----

Jan. to date circulation	143680	142334	-1%
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JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

June 1999

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
INTRALIBRARY LOANS FILLED	97	21	141	31	175	38	413	89
LOCAL HISTORY								
In person	4	1	18	5	0	0	22	6
Letters written		0	3	3	0	0	3	3
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	10	1	29	2	22	2	61	5
VCR Use	0	0	0	0	0	0	0	0
Microforms	5	1	41	5	0	0	46	6
CD ROM software used	32	3	87	7	0	0	119	10
Online articles retrieved		0		0		0	<u>26</u>	0
Public use of FAX service	16	3	18	3	35	6	69	12
Typewriter use	2	0	1	0	0	0	3	0
Other equipment used	0	0	1	0	0	0	1	0
Dial-in OPAC access							<u>2</u>	
Tax Forms distributed		0		0		0	0	0
OTHER LIBRARY SERVICES USED								
Walking book visits	2	1	2	1	0	0	4	3
Notarized documents	7	2	0	0	0	0	7	2
Meeting Room Use (number of groups)	17	6	25	8	10	3	52	17
Study room use	5	0	8	1	0	0	13	1
INTERLIBRARY LOANS								
Requests made for:	61	15	62	16	15	4	138	35
Items rec'd for:	36	18	48	24	15	8	99	50
Items requested by other libraries							0	
Items supplied to other libraries		0		0		0	0	0
PROGRAMS								
Programs for all ages	1	6		0		0	1	6
Children's Programs (0-13)	6	36	22	132	10	60	38	228
Number attending	513		804		207		1524	
YA Programs (14-17)	1	6	0	0		0	1	6
Number attending	81		12				93	
Adult Programs	1	6	6	36		0	7	42
Number attending	89		83		28		200	

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
Senior Citizen Programs		0	1	6		0	1	6
Number attending	20		47				67	
TOTAL NO. OF PROGRAMS	8	48	29	174	10	60	47	282
TOTAL PERSONS ATTENDING	703		946		235		1884	
TOTAL ATTENDING same month last yr.								
TOTAL STAFF HOURS SPENT		126		281		120		527
HOURS SPENT same month last yr.		147		230		102		479

CIRCULATION BY PATRON CODE

	DEMOTTE		RENSSELAER		WHEATFIELD		ALL LIBRARIES	
PATRONS	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total	Items Loaned	Percent of Total
Adult Male (0)	934	7.2%	1101	9.5%	767	15.9%	2802	9.5%
Adult Female (1)	6962	53.4%	5902	51.1%	2719	56.2%	15583	53.0%
Juvenile 0-11 (2)	3643	27.9%	2855	24.7%	829	17.1%	7327	24.9%
YA 12-17 (3)	522	4.0%	418	3.6%	152	3.1%	1092	3.7%
Nonresident No Fee (4)	100	0.8%	198	1.7%	39	0.8%	337	1.1%
Board/Staff (5)	376	2.9%	575	5.0%	255	5.3%	1206	4.1%
School (6)	12	0.1%	2	0.0%	0	0.0%	14	0.0%
St. Joseph College (7)	0	0.0%	28	0.2%	0	0.0%	28	0.1%
State Library Card (8)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Nonresident Fee (9)	3	0.0%	24	0.2%	0	0.0%	27	0.1%
Corporate (10)	0	0.0%	173	1.5%	73	1.5%	246	0.8%
Reciprocal (11)	483	3.7%	281	2.4%	0	0.0%	764	2.6%
Total	13035		11557		4834		29426	
Total items borrowed by nonresidents	598	4.6%	533	4.6%	39	0.8%	1170	4.0%

REGISTRATIONS

Borrowers--Start of month:	6732	6927	2760	16419
Borrowers--End of month:	6841	7010	2796	16647
Non-resident, paying	3	9	0	12
PLAC card users	0	2	0	2
Reciprocal borrowers	199	124	8	331

The
Gale
Group

GaleNet Usage Statistics System

Main Menu

Incolsa Jasper County Public Library

June 1999 Summary Report

For more information about *GaleNet Usage Statistics System*, click [here](#) to view the help documentation. Clicking on a column heading will retrieve information about the topic.

<u>GaleNet Products</u>	<u>Searches Submitted</u>	<u>Entries Retrieved</u>	<u>Help</u>
DISCovering U.S. History	3	7	0
Gale Literary Databases	12	5	0
What Do I Read Next?	14	14	0
Grand Total	29	26	0

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CIRCULATION BY ITEM FINE CODE

~~May 1999~~

June 1999

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
000 (0)	47	51	18	
100 (1)	77	54	21	
200 (2)	57	66	39	
300 (3)	175	167	66	
400 (4)	9	14	5	
500 (5)	88	39	28	
600 (6)	594	443	250	
700 (7)	319	267	110	
800 (8)	31	27	8	
900 (9)	148	153	62	
B (10)	61	63	43	
j000 (11)	20	16	4	
j100 (12)	16	39	2	
j200 (13)	20	36	10	
j300 (14)	123	112	32	
j400 (15)	13	9	0	
j500 (16)	421	259	154	
j600 (17)	241	174	78	
j700 (18)	272	262	91	
j800 (19)	221	157	11	
j900 (20)	68	70	46	
JB (21)	236	196	15	
FIC (22)	1742	1761	601	
yaFIC (23)	138	96	40	
LARGE PRINT (24)	140	40	34	
jFIC (25)	643	669	214	
jE (26)	2111	2374	807	
jER (27)	1051	457	275	
Magazines (28)	828	371	198	
Games/Toys (29)	0	8	0	
Filmstrips (30)	1	0	0	
Microforms (31)	0	0	0	
Cassettes (32)	110	186	44	
jCassettes (33)	235	145	31	
Compact Discs (34)	275	224	192	
jCompact Discs (35)	5	6	4	
Sound Recordings (36)	42	78	10	
jSound Recordings (37)	13	35	5	
CD ROM Software (38)	83	62	60	
Vertical File (39)	74	31	7	
Equipment (40)	0	0	0	
yapFIC (41)	437	160	177	
jpFIC (42)	810	404	98	
Reference (43)	38	52	15	
Genealogy (44)	0	1	0	
jMagazines (45)	235	85	30	
VHS (46)	706	1317	765	
Computer software (47)	0	0	0	
Internet usage (49)	159	393	152	
Free reads	409	192	238	

Puzzles			5	
Talking books		3		
Assignment shelf books				
TOTAL	13542	11824	5095	0

July 12, 1999

Additional Appropriation Resolution

Whereas, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget,

Now, therefore, be it resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana, that for the expenses of the Public Library the following additional sums of money are hereby appropriated out of the funds named and for the purposes herein specified, subject to the laws governing the same.

LIBRARY OPERATING FUND

	Added Amount Appropriated
4.4 Furniture/Equipment	\$3,412
TOTAL	\$3,412

Adopted this 12th day of July, 1999.

AYE

NAY

_____	_____
_____	_____
_____	_____
_____	_____

ATTEST:

Library Director

SUCCESS OF STAFF IN ANSWERING PATRON REFERENCE QUESTIONS

Two days in April, May, and June 1998 compared to
two days in April, May, and June 1999

A Reference Questions Completed

DeMotte:	1998: 94	1999: 204		A
Rensselaer:	1998: 214	1999: 137		
Wheatfield:	1998: 88	1999: 49	Total: 1998: 396	1999: 390

B Reference Questions Redirected

B1 Intralibrary loan			Subtotal: 1998: 40	1999: 36
DeMotte:	1998: 11	1999: 20		
Rensselaer:	1998: 28	1999: 16		
Wheatfield:	1998: 1	1999: 0		
B2 Reserved			Subtotal: 1998: 52	1999: 84
DeMotte:	1998: 10	1999: 54		
Rensselaer:	1998: 35	1999: 20		
Wheatfield:	1998: 7	1999: 10		
B3 Interlibrary loan			Subtotal: 1998: 11	1999: 9
DeMotte:	1998: 5	1999: 17		
Rensselaer:	1998: 4	1999: 10		
Wheatfield:	1998: 2	1999: 3		
B4 Referred to other agency			Subtotal: 1998: 7	1999: 6
DeMotte:	1998: 0	1999: 1		
Rensselaer:	1998: 2	1999: 2		
Wheatfield:	1998: 5	1999: 3	Total: 1998: 110	B 1999: 156

C Reference Transactions Not Completed

C1 Material owned, but not available			Subtotal: 1998: 10	1999: 12
DeMotte:	1998: 1	1999: 6		
Rensselaer:	1998: 8	1999: 5		
Wheatfield:	1998: 1	1999: 1		
C2 Material not owned			Subtotal: 1998: 21	1999: 35
DeMotte:	1998: 2	1999: 13		
Rensselaer:	1998: 12	1999: 10		
Wheatfield:	1998: 7	1999: 12		
C3 Staff time not available			Subtotal: 1998: 0	1999: 1
DeMotte:	1998: 0	1999: 0		
Rensselaer:	1998: 0	1999: 1		
Wheatfield:	1998: 0	1999: 0		
C4 Other(e.g. Patron's time constraints)			Subtotal: 1998: 0)	1999: 6
				C Total: (1998: 31) 1999: 53

D Directional Questions

DeMotte:	1998: 65	1999: 188		D
Rensselaer:	1998: 302	1999: 255		
Wheatfield:	1998: 154	1999: 186	Total: 1998: 521	1999: 629

Jasper County Public Library

Memo

To: Board Members
From: Lynn
Date: 07/06/99
Re: Year 2000 Budgets

Operating Fund Budget: The budget I am proposing is a realistic budget, one I think we have a chance of funding totally from Year 2000 receipts (as opposed to dipping into our operating balance (cash balance of unappropriated funds).

We are authorized to receive a 5% increase in our property tax (\$32,621). With our other estimated receipts, we can expect total year 2000 receipts of about \$1,236,403.

We are asking for a budget of \$101,367 more than our expected receipts: \$1,337,770. In past years we have never spent our entire budget. Amounts remaining in annual budgets vary from \$70,309 to \$110,806.

The total amount I am requesting (2000 budget + operating balance) is inflated by \$108,565 above what my figures show we can obtain in receipts. The Operating Balance line, **not** the budget, is inflated.

By inflating the operating balance, if we receive more money than expected in any area (for instance, more money from CAGIT or Excise Tax), we will still get our full 5% increase in our property tax levy.

If we advertised an operating budget and operating balance that were *not* inflated, and the auditors told us this fall that we would get more money than we estimated from excise tax or CAGIT, they would simply cut the amount of money we receive from property tax (so that we would get less than our authorized 5% increase). The total money coming to us can equal no more than what we originally requested and advertised. We need as much money as we can possibly get, so we advertise high.

Note to the budget committee: I told you that we would receive more CAGIT money for the Operating Fund because we will be bringing in new money for the Capital Projects Fund. You decided to put that extra \$82,000 in the LIRF line of the operating budget. I was wrong. We will not get that extra money until year 2001 because CAGIT is based on tax receipts of the *previous* year.

2000 Budget Comparisons

	1996 Disbursed	1997 Disbursed	1998 Disbursed	1999 Actual Budget	1999 Budget (what I want to budget)	1999 Disbursed to 6/30/99	1999 Expected Expenditures	2000 Proposed Budget	% of Total 2000 budget
1 PERSONAL SERVICES									
1.1 Salaries and wages									
1.11 Salary of librarian	\$39,866	\$41,430	\$42,991	\$44,616	\$44,616	\$22,243	\$44,486	\$45,656	
1.12 Salary of Assistants	\$407,287	\$464,371	\$505,054	\$577,199	\$567,221	\$274,944	\$549,888	\$597,581	
1.13 Wages of Janitor	\$27,573	\$28,134	\$32,963	\$37,616	\$37,616	\$17,612	\$35,224	\$39,608	
1.2 Employee benefits									
1.21 Employer: FICA	\$36,417	\$40,846	\$43,615	\$50,447	\$49,683	\$23,489	\$46,978	\$52,238	
1.22 Unemployment Comp	\$2,685	\$3,466	\$1,674	\$1,800	\$2,438	\$1,515	\$3,030	\$2,511	
1.23 Employer: PERF	\$21,356	\$23,856	\$24,452	\$27,942	\$27,838	\$12,592	\$25,184	\$30,396	
1.24 Employer: Group Insur.	\$4,738	\$6,135	\$16,578	\$26,000	\$26,000	\$12,407	\$24,814	\$29,130	
1.3 Other personal services									
1.31 Other personal services	\$936	\$564	\$320	\$1,500	\$1,500	\$0	\$1,500	\$1,500	
Total Personal Services	\$540,859	\$608,803	\$667,647	\$767,120	\$756,912	\$364,802	\$731,104	\$798,619	60%
2 SUPPLIES									
2.1 Office supplies									
2.11 Official records	\$1,006	\$868	\$995	\$1,000	\$1,000	\$419	\$1,000	\$1,000	
2.12 Stationery/printing	\$547	\$564	\$110	\$700	\$700	\$370	\$700	\$700	
2.13 Other office supplies	\$5,964	\$3,967	\$6,203	\$5,600	\$5,600	\$3,009	\$6,018	\$6,200	
2.2 Operating supplies									
2.21 Cleaning/sanitation	\$3,229	\$3,605	\$3,336	\$3,400	\$3,400	\$1,927	\$3,400	\$3,400	
2.22 Fuel/oil/lubricants	\$4	\$7	\$1	\$20	\$20	\$0	\$0	\$0	
2.23 Other operating supplies	\$3,289	\$1,390	\$5,044	\$4,000	\$4,000	\$2,797	\$5,594	\$5,600	
2.3 Repair/maintenance supplies									
2.31 Building materials	\$624	\$866	\$1,392	\$1,000	\$1,000	\$547	\$1,094	\$1,100	
2.32 Painting supplies	\$78	\$2	\$0	\$150	\$150	\$0	\$150	\$150	
2.33 Repair parts	\$310	\$310	\$78	\$500	\$500	\$163	\$500	\$500	
2.4 Other supplies									
2.41 Library supplies	\$3,049	\$3,694	\$3,653	\$5,500	\$5,500	\$1,900	\$4,300	\$4,300	
2.42 Automation supplies	\$2,399	\$2,304	\$4,370	\$2,500	\$2,500	\$415	\$1,200	\$4,500	
Total Supplies	\$20,498	\$17,576	\$25,182	\$24,370	\$24,370	\$11,547	\$23,956	\$27,450	2%

	1996 Disbursed	1997 Disbursed	1998 Disbursed	1999 Actual Budget	1999 Budget (what I want to spend)	1999 Disbursed to 6/30/99	1999 Expected Expenditures	2000 Proposed Budget	% of Total 99 budget
3 OTHER SERVICES/CHARGES									
3.1 Professional services									
3.11 Consulting services	\$0	\$0	\$0		\$0				
3.12 Engineer/Arch Services	\$0	\$0	\$0		\$0				
3.13 Legal services	\$1,506	\$810	\$598	\$2,000	\$1,500	\$275	\$550	\$1,000	
3.14 Other profess. services	\$2,754	\$6,935	\$5,394	\$8,000	\$7,000	\$2,908	\$4,500	\$6,000	
3.2 Communication/Transportation									
3.21 Telephone	\$22,775	\$11,946	\$11,949	\$12,000	\$12,000	\$4,638	\$8,238	\$9,000	
3.22 Postage	\$5,924	\$4,860	\$4,363	\$6,000	\$6,000	\$2,503	\$5,006	\$5,300	
3.23 Traveling expenses	\$4,460	\$4,336	\$5,647	\$5,500	\$5,500	\$3,294	\$6,000	\$7,000	
3.24 Professional mtgs	\$6,372	\$6,913	\$7,273	\$7,200	\$7,200	\$4,441	\$7,200	\$8,000	
3.25 Freight/Express	\$0	\$0	\$0	\$50	\$50			\$0	
3.26 Network expenses		\$8,546	\$11,089	\$24,000	\$9,000	\$4,993	\$9,992	\$10,000	
3.3 Printing/Advertising									
3.31 Adv/Public. of notices	\$705	\$1,149	\$548	\$1,100	\$1,100	\$795	\$1,590	\$1,500	
3.32 Printing (not off. supply)	\$102	\$4	\$0	\$200	\$200	\$133	\$200	\$350	
3.4 Insurance									
3.41 Official bonds	\$400	\$100	\$360	\$250	\$250		\$250	\$250	
3.42 Other insurance	\$13,378	\$12,687	\$12,980	\$14,500	\$13,000	\$10,296	\$10,700	\$11,451	
3.5 Utility services									
3.51 Gas	\$19,571	\$28,357	\$14,018	\$29,000	\$27,000	\$8,703	\$21,000	\$26,000	
3.52 Electricity	\$47,865	\$45,609	\$42,882	\$51,000	\$50,000	\$19,489	\$43,000	\$47,000	
3.53 Water	\$653	\$760	\$872	\$1,000	\$1,000	\$410	\$820	\$900	
3.54 Waste disposal service	\$2,135	\$2,239	\$2,190	\$2,500	\$2,500	\$1,113	\$2,250	\$2,350	
3.6 Repairs/maintenance									
3.61 Bldgs/Structures	\$26,444	\$31,943	\$39,838	\$35,000	\$35,000	\$33,189	\$45,000	\$45,000	
3.62 Equipment	\$3,476	\$3,063	\$22,045	\$12,000	\$12,000	\$355	\$3,300	\$6,000	
3.7 Rentals									
3.71 Real estate	\$0	\$0	\$0		\$0				
3.72 Equipment	\$199	\$199	\$223	\$240	\$240	\$136	\$272	\$280	
3.91 Dues	\$2,113	\$2,195	\$1,125	\$2,600	\$2,600	\$2,409	\$2,600	\$2,900	
3.92 Interest on loans	\$0	\$0	\$0						

		1996 Disbursed	1997 Disbursed	1998 Disbursed	1999 Actual Budget	1999 Budget (what I want to budget)	1999 Disbursed to 6/30/99	1999 Expected Expenditures	2000 Proposed Budget	% of Total 99 budget
3.93	Taxes/Assessments	\$0	\$0	\$0		\$0				
3.94	Transfer to LIRF	\$40,000	\$0	\$25,000	\$40,000	\$20,000		\$20,000	\$30,000	
3.95	Book reimbursement	\$9,413	\$9,174	\$9,689	\$12,038	\$12,038	\$5,983	\$12,038	\$100	
3.96	Petty cash		\$0	\$0	\$120	\$120		\$120	\$120	
3.97	Interview/moving expense		\$500	\$0	\$500	\$500		\$0	\$500	
3.98	Maintenance/service contracts	\$27,563	\$28,239	\$24,316	\$41,500	\$41,000	\$8,538	\$32,479	\$46,200	
Total Other Services/Charges		\$237,809	\$210,565	\$242,401	\$308,298	\$266,798	\$114,601	\$237,105	\$267,201	20%
4 CAPITAL OUTLAYS										
4.1	Land			\$0		\$0				
4.2	Buildings		\$0	\$0		\$0				
4.3	Improvements		\$0	\$0		\$0				
4.4	Furniture/equipment	\$21,839	\$85,515	\$27,367	\$29,000	\$27,000	\$5,557	\$27,000	\$16,000	
4.5 Other capital outlays										
4.51	Books	\$124,341	\$141,666	\$148,396	\$150,000	\$147,000	\$71,826	\$146,000	\$150,000	
4.52	Periodicals,newspapers	\$28,733	\$29,761	\$19,174	\$24,000	\$22,000	\$20,158	\$21,961	\$23,500	
4.53	Nonprint materials	\$20,836	\$25,189	\$36,739	\$58,000	\$50,000	\$27,187	\$50,000	\$55,000	
Total Capital Outlays		\$195,750	\$282,130	\$231,676	\$261,000	\$246,000	\$124,728	\$244,961	\$244,500	18%
FUND TOTAL		\$994,916	\$1,119,075	\$1,166,906	\$1,360,788	\$1,294,080	\$615,678	\$1,237,126	\$1,337,770	

Fund Appropriations

Major changes to appropriations are noted in boxed sections
6/16/99

1.12 Salary of assistants: Added a 25 hour per week clerk for daytimes for Rensselaer. If we cut that to 20 hr per week, we have \$1722.50 to make adjustments later in the year to particular salaries (Lisa? Glenda? Rachael-change classif?) after analyzing salary scale. (Adjustments to *everyone's* salaries won't come until 2001.)

1.24 Group health insurance: Funding for 14 employees. We presently have 13 on the plan. 19 eligible. Added 8% to employer contribution in case of increase.

1.31 Other Personal Services:

2.11 Official records: official forms--W-2s, accounts payable vouchers, etc.

2.12 Stationery and printing: letterheads, envelopes, business cards

2.13 Other office supplies: pens, copy and computer paper, labels, nametags, band-aids, legal pads, organizers, typing & computer ribbons, office stack trays, posterboard, scissors, staplers, calendars, dry markers. \$100 for special Marketing Committee office supplies

2.21 Cleaning & sanitation supplies: wet floor signs, cleaning supplies, ice melt, oil dry granules, furnace filters

2.23 Other operating supplies: extension cords, fluorescent lights, rope for flag pulley, screwdrivers, flashlights, projection bulbs, picture hooks, batteries, cups, hangers, surge suppressors.

2.41 Library supplies: Bookmarks, posters, craft supplies, book supports, puppets, photo developing, summer reading program materials, film, posterboard, clear tape, plastic baskets, hospitality

2.42 Automation supplies: bar code labels, borrowers' cards, item labels; cables, connectors and other computer hardware less than \$50; receipt printer paper; overdue mailers

Cards (every 2 yrs)	\$2,100
Barcodes (annual)	\$415
Receipt printer paper (annual)	\$770
Overdue mailers (1 1/2 yrs)	\$870
TOTAL	\$4,155

3.14 Other professional services: signage installation, fees for speakers, library logo design work, consultants

3.21 Telephone: normal telephone expenses (\$12,250 without discounts, \$5646 with USF discounts)

3.22 Postage: UPS charges, stamps & mailing costs

3.23 Traveling expense: mileage, airline tickets

3.24 Professional meetings: registration fees, hotel and meal expenses for staff and board. Added to these two categories to provide adequate funds for PLA, U of W- Circulation Biennial Conference: \$127 for 2 days.

3.26 Network expenses: Datalines, Internet access, upgrades to servers. (Datalines will cost \$11,470 without USF discounts, \$5391 with USF discounts.

3.31 Advertising & public notices: legal ads, help wanted ads; marketing ads (added \$100 for marketing)

3.32 Other printing: typeset of new library card, magnets, evaluation form, library brochures, other marketing advertisements (\$200 for marketing)

3.42 Insurance: Directors' & Officers: \$1350 (last year \$1259), Building \$7036; Workmen's Comp \$1925 (plus a little), COBRA \$140.

3.53 Water: bottled water, Rensselaer water utility

3.54 Waste Disposal services: DeMotte (\$45.56 mo), Wheatfield (\$41.05 mo), Rensselaer (about \$85 mo.), Ooms Bros. (\$47 quarter)

3.61 Repairs & maintenance: building & structures: lawn care, snow removal, building repairs, water heater repairs, caulking windows, elevator inspection

Boiler inspection	\$ 24
Elevator inspection	\$ 104
Fire extinguisher inspection	\$ 500
TruGreen-Chemlawn	\$ 897
Lawn, snow, landscaping	\$ 9,200
Building repairs	\$34,475

3.62 Repairs & maintenance: equipment:

3.72 Rentals: equipment: DeMotte P.O. Box, safety deposit box, Culligan water dispensers, tablecloths

3.91 Dues in 1999: INCOLSA (\$50), Indiana Historical Society (\$30), Indiana Library Federation (\$1239), ALA (\$870), KV Reading Council (\$10), DeMotte Chamber of Commerce (\$85), Rensselaer/Remington Chamber of Commerce (\$80), DeMotte Historical Society (\$25), Online Users Group (\$20)

3.94 Transfer to LIRF: Money appropriated in our operating budget to be placed in the Library Improvement Reserve Fund where it can be saved from year to year to use for major purchases or repairs of buildings and equipment. Year 2000 appropriation is \$30,000, but with the understanding that it would be the first item cut if our receipts did not equal our spending. We will cut \$10,000 if necessary.

3.95 Book reimbursement: \$100

This will be used when we must reimburse a patron for a book worth returned to the library after the patron has already paid for it.

3.98 Maintenance and service contracts: Total of \$50,450

The following 3 items were formerly listed in 3.95 Service Contracts:

Security Courier	\$ 9,696
Unique Management	\$ 2,000
WHEELS	\$ 625

These items have always been listed in 3.98 Maintenance Contracts

Think Tank	\$ 1,000
Gaylord Automation	\$ 17,144
Precision Controls	\$ 4,900
Simplex	\$ 2,800
Copiers (Heritage)	\$ 3,050
Elevator	\$ 825
NICCL	\$ 2,700
AVC (financial acctg)	\$ 1,275

4.3 Improvements other than buildings: upgrades to automated system, etc.

4.4 Furniture & equipment:

DeMotte: Paperback rack (\$1000), Weather radio (\$150), Ash tray/trash receptacle (\$400), Book truck (\$250), outdoor entry mat (\$700)
Rensselaer: security cameras (\$600), Paperback rack (\$1000), Meeting room chairs (\$1000), Wall shelving (\$3000 if get same shelving as at present; \$1000 + installation if get Highsmith similar shelving), outdoor entry mats (\$1000)
Wheatfield: Weather radio (\$150), Lib Logo mat (\$70), AV storage towers (\$60), Book truck (\$190), Phone (\$130), Hutch for credenza (\$300),
Sheila: \$10,300 from CPF (Capital Projects Fund)
Administration: (miscellaneous and unforeseen equipment needs) (\$6,000)
Tech Services:

4.51 Books: Books plus the contact paper, book tape and pockets needed to process them. Lease books.

4.52 Periodicals & newspapers: and other subscription materials in paper format

4.53 Nonprint materials: blank VCR tapes, A-V processing supplies, computer software, CD-ROMs (including lease and networked), videos, books on tape, CDs.

July 12, 1999

Additional Appropriation Resolution

Whereas, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget,

Now, therefore, be it resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana, that for the expenses of the Public Library the following additional sums of money are hereby appropriated out of the funds named and for the purposes herein specified, subject to the laws governing the same.

LIBRARY OPERATING FUND

	Added Amount Appropriated
4.4 Furniture/Equipment	\$3,412
TOTAL	\$3,412

Adopted this 12th day of July, 1999.

AYE

NAY

Joan G. Floyd

James M. Staton

Bene-Marie Egan

[Signature]

ATTEST:

Lynn C. Daugherty
Library Director

[Signature]

[Signature]
Ronald K. [Signature]

FACT SHEET

Contact: Public Information Office
312-280-5043/5042
pio@ala.org

Banned Books Week – Celebrating the Freedom to Read

Banned Books Week - Celebrating the Freedom to Read is observed during the last week of September each year. Observed since 1981, the annual event reminds Americans not to take this precious democratic freedom for granted.

Banned Books Week is sponsored by the American Booksellers Association, the American Booksellers Foundation of Free Expression, the American Library Association (ALA), the Association of American Publishers, the American Society of Journalists and Authors and the National Association of College Stores. It is endorsed by the Library of Congress Center for the Book.

Many bookstores and libraries across the nation join in the celebration with displays and readings of books that have been banned or threatened throughout history. These include works ranging from the Bible and "Little Red Riding Hood" to John Steinbeck's "Of Mice and Men."

Each year the American Library Association's Office for Intellectual Freedom receives hundreds of reports on books and other materials that were "challenged" or asked to be removed from school or library shelves each year. The ALA estimates the number represents only about a quarter of the actual challenges. "Most Challenged" titles include the popular "Goosebumps"

R27
series of horror books for children by R.L. Stine. The series drew complaints from parents and others who believe the books are too frightening for children.

The challenges reported reflect a continuing concern with a wide variety of themes. Other "Most Challenged" titles include "The Adventures of Huckleberry Finn" by Mark Twain, for its use of language, particularly references to race; "It's Perfectly Normal," a sex education book by Robie Harris, for being too explicit, especially for children; and "I Know Why the Caged Bird Sings" by Maya Angelou, for the description of rape she suffered as a child.

The date for Banned Books Week 1999 is September 25-October 2. The theme is "Free People Read Freely."

For more information contact the Office for Intellectual Freedom at 800-545-2433, ext. 4220, e-mail: mschmidt@ala.org or see the ALA Web site at <http://www.ala.org/bbooks>.

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5/99

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Last Modified: Friday, 14-May-1999 15:37:08 CDT

JCPL FINANCIAL STATEMENT

June 30, 1999

	<u>Beginning 1999 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$380,514.80	\$109,353.21	\$619,334.84	\$293,612.24	\$624,142.26	\$385,322.22
Investments \$273,000.00						
Public Library Access Card Fund	\$110.00	\$0.00	\$133.00	\$0.00	\$23.00	\$0.00
Gift Fund	\$6,752.14	\$18.60	\$1,929.21	\$60.20	\$2,221.85	\$7,044.78
DeMotte	\$383.27	\$18.60	\$415.78	\$10.00	\$355.00	\$322.49
Rensselaer	\$5,944.50	\$0.00	\$1,465.69	\$25.00	\$1,741.65	\$6,220.46
Wheatfield	\$424.37	\$0.00	\$47.74	\$25.20	\$125.20	\$501.83
Library Improvement Reserve Fund	\$56,270.49	\$0.00	\$0.00	\$203.01	\$1,165.14	\$57,435.63
Bond & Interest Redemption Fund	\$94,798.85	\$87,260.00	\$87,260.00	\$167,653.30	\$219,991.06	\$227,529.91
Investments \$227,000.00						
Post/Hospitality Fund	\$13.60	\$32.05	\$760.41	\$71.75	\$818.56	\$71.75
Oral History Grant Fund	\$71.11	\$0.00	\$0.00	\$0.00	\$0.00	\$71.11
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund	\$74.81	\$0.00	\$9.97	\$0.00	\$0.00	\$64.84
Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund (\$10 transf./ Oper.Fund)	\$80.00	\$0.00	\$0.00	\$0.00	\$10.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$5,898.91	\$31,954.40	\$5,898.91	\$31,954.40	\$0.00
FICA Tax Collected	\$0.00	\$4,156.83	\$23,698.32	\$4,156.83	\$23,698.32	\$0.00
State Tax Collected	\$1,533.22	\$1,735.63	\$10,152.47	\$1,835.11	\$10,454.36	\$1,835.11
County Tax Collected	\$457.71	\$492.82	\$2,909.45	\$522.11	\$2,973.85	\$522.11
IN Deferred Comp.	\$0.00	\$2,093.31	\$12,249.67	\$2,093.31	\$12,249.67	\$0.00
#125 Plan	\$0.00	\$1,300.09	\$7,760.78	\$1,300.10	\$7,760.84	\$0.06
Employee Health Insur.	\$0.00	\$0.00	\$6.00	\$0.00	\$6.00	\$0.00
Employee P.E.R.F.	\$3,543.91	\$0.00	\$7,555.23	\$1,435.14	\$8,185.74	\$4,174.42
Credit Union	\$0.00	\$291.78	\$291.78	\$291.78	\$291.78	\$0.00
TOTAL ALL FUNDS.....	\$544,340.64	\$212,633.23	\$806,005.53	\$479,133.79	\$945,946.83	\$684,281.94

Bank Balances
Jasper County Public Library
Report as of: 6/30/99

<i>Bank</i>		
1	Peoples State Bank	\$122,405.33
2	Demotte State Bank	\$4,230.98
3	Lafayette Bank & Trust-LIRF	\$57,435.63
4	Cash on Hand	\$210.00
5	Civitas CD# 7151014302	\$145,000.00
6	Civitas CD# 7151014301	\$105,000.00
7	Pinnacle Bank CD #7121015842	\$0.00
8	Pinnacle Bank CD #7121015843	\$0.00
9	CD #7152001061	\$250,000.00
<i>Total all banks =</i>		<i>\$684,281.94</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

REPORT FOR REGISTER OF INVESTMENTS
OPEN INVESTMENTS AS OF 01 Jul 99

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
07 MAY 99	7151014301	CIVITAS	185 DAY	105000.00	4.80	BIRF	07 MAY 99	.00	
06 AUG 99	7151014302	CIVITAS	91 DAY	145000.00	4.65	OP-105000;B	07 MAY 99	.00	
13 SEP 99	7152001061	CIVITAS BANK	90 DAY	250000.00	4.86	OP-168000;B	15 JUN 99	.00	
		--TOTALS--		500000.00				.00	

REPORT FOR REGISTER OF INVESTMENTS
CLOSED INVESTMENTS AS OF 01 Jul 99

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
15 FEB 99	7121015483	PINNACLE BANK	62 DAYS	100000.00	4.86	OPERATING	15 DEC 98	837.00	CD#7121015843 is right
16 MAR 99	7121015842	PINNACLE BANK	92 DAYS	200000.00	4.86	OP-105500;B	15 DEC 98	2457.00	
		--TOTALS--		300000.00				3294.00	

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 6/1/99 To 6/30/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 SALARY OF LIBRARIAN	\$44,616.00	\$0.00	\$44,616.00	\$3,718.00	\$22,243.00	\$22,373.00	49.9
1.12 SALARY OF ASSISTANTS	\$577,199.00	\$0.00	\$577,199.00	\$48,999.31	\$277,895.57	\$299,303.43	48.1
1.13 WAGES OF JANITORS	\$37,616.00	\$0.00	\$37,616.00	\$2,920.41	\$17,402.67	\$20,213.33	46.3
1.21 EMPLOYER'S SHARE-FICA	\$50,447.00	\$0.00	\$50,447.00	\$4,156.83	\$23,698.32	\$26,748.68	47.0
1.22 UNEMPLOYMENT COMPENSAT	\$1,800.00	\$0.00	\$1,800.00	\$0.00	\$1,514.58	\$285.42	84.1
1.23 EMPLOYER'S CONTRIB.- PERF	\$27,942.00	\$0.00	\$27,942.00	\$0.00	\$12,592.15	\$15,349.85	45.1
1.24 EMPLOYER'S CONTRIB.- INS.	\$26,000.00	\$0.00	\$26,000.00	\$2,090.64	\$12,406.71	\$13,593.29	47.7
1.31 OTHER PERSONAL SERVICES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.0
Subtotal	\$767,120.00		\$767,120.00	\$61,885.19	\$367,753.00	\$399,367.00	47.9
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$1,000.00	\$0.00	\$1,000.00	\$419.36	\$419.36	\$580.64	41.9
2.12 STATIONERY AND PRINTING	\$700.00	\$0.00	\$700.00	\$282.25	\$370.10	\$329.90	52.9
2.13 OTHER OFFICE SUPPLIES	\$5,600.00	\$0.00	\$5,600.00	\$318.65	\$3,009.33	\$2,590.67	53.7
2.21 CLEANING & SANITATION SUP	\$3,400.00	\$26.10	\$3,426.10	\$580.29	\$1,927.12	\$1,498.98	56.2
2.22 FUEL, OIL & LUBRICANTS	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	0.0
2.23 OTHER OPERATING SUPPLIES	\$4,000.00	\$13.43	\$4,013.43	\$211.47	\$2,797.26	\$1,216.17	69.7
2.31 BUILDING MATERIALS & SUPP	\$1,000.00	\$236.00	\$1,236.00	\$52.50	\$546.73	\$689.27	44.2
2.32 PAINT AND PAINTING SUPPLIE	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.33 REPAIR PARTS	\$500.00	\$0.00	\$500.00	\$0.00	\$162.69	\$337.31	32.5

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.41 LIBRARY SUPPLIES	\$5,500.00	\$0.00	\$5,500.00	\$241.88	\$1,899.55	\$3,600.45	34.5
2.42 AUTOMATION SUPPLIES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$415.20	\$2,084.80	16.6
Subtotal	\$24,370.00	\$275.53	\$24,645.53	\$2,106.40	\$11,547.34	\$13,098.19	46.9
<i>3. Other Services and Charge</i>							
3.11 CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.12 ENGINEERING & ARCH. SERVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.13 LEGAL SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$275.00	\$1,725.00	13.8
3.14 OTHER PROFESSIONAL SERVI	\$8,000.00	\$127.26	\$8,127.26	\$1,986.00	\$2,908.26	\$5,219.00	35.8
3.21 TELEPHONE	\$12,000.00	\$0.00	\$12,000.00	\$201.73	\$4,367.65	\$7,632.35	36.4
3.22 POSTAGE	\$6,000.00	\$0.00	\$6,000.00	\$799.25	\$2,502.94	\$3,497.06	41.7
3.23 TRAVELING EXPENSE	\$5,500.00	\$0.00	\$5,500.00	\$1,016.80	\$3,293.94	\$2,206.06	59.9
3.24 PROFESSIONAL MEETINGS	\$7,200.00	\$0.00	\$7,200.00	\$86.52	\$4,441.69	\$2,758.31	61.7
3.25 FREIGHT	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.0
3.26 NETWORKING	\$24,000.00	\$0.00	\$24,000.00	\$200.02	\$4,993.49	\$19,006.51	20.8
3.31 ADVERTISING & PUBLIC NOTIC	\$1,100.00	\$0.00	\$1,100.00	\$0.00	\$795.09	\$304.91	72.3
3.32 OTHER PRINTING	\$200.00	\$0.00	\$200.00	\$88.92	\$132.82	\$67.18	66.4
3.41 OFFICIAL BONDS	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
3.42 OTHER INSURANCE	\$14,500.00	\$0.00	\$14,500.00	\$110.00	\$10,296.00	\$4,204.00	71.0
3.51 GAS	\$29,000.00	\$0.00	\$29,000.00	\$483.71	\$8,851.48	\$20,148.52	30.5
3.52 ELECTRICITY	\$51,000.00	\$0.00	\$51,000.00	\$5,437.08	\$20,501.15	\$30,498.85	40.2
3.53 WATER	\$1,000.00	\$0.00	\$1,000.00	\$50.15	\$409.80	\$590.20	41.0
3.54 WASTE DISPOSAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$169.66	\$1,110.94	\$1,389.06	44.4
3.61 BUILDING & STRUCTURES	\$35,000.00	\$1,370.00	\$36,370.00	\$8,550.98	\$23,588.60	\$12,781.40	64.9
3.62 EQUIPMENT	\$12,000.00	\$0.00	\$12,000.00	\$143.00	\$355.06	\$11,644.94	3.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.71 REAL ESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 EQUIPMENT	\$240.00	\$0.00	\$240.00	\$9.95	\$135.70	\$104.30	56.5
3.91 DUES	\$2,600.00	\$0.00	\$2,600.00	\$25.00	\$2,183.63	\$416.37	84.0
3.92 INTEREST ON TEMPORARY LO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.93 TAXES & ASSESSMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.94 TRANSFER TO LIRF	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$9,600.00	\$30,400.00	24.0
3.95 SERVICE CONTRACTS	\$12,038.00	\$0.00	\$12,038.00	\$1,727.15	\$5,983.08	\$6,054.92	49.7
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.97 INTERVIEWING & MOVING EXP	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.98 MAINTENANCE CONTRACTS	\$41,500.00	\$0.00	\$41,500.00	\$863.00	\$8,538.00	\$32,962.00	20.6
Subtotal	\$308,298.00	\$1,497.26	\$309,795.26	\$21,948.92	\$115,264.32	\$194,530.94	37.2
<i>4. Capital Outlays</i>							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3 IMPROVEMENTS OTHER THAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$29,000.00	\$70.00	\$29,070.00	\$1,706.39	\$5,557.43	\$23,512.57	19.1
4.51 BOOKS	\$150,000.00	(\$675.00)	\$149,325.00	\$16,194.57	\$71,858.42	\$77,466.58	48.1
4.52 PERIODICALS & NEWSPAPERS	\$24,000.00	\$700.00	\$24,700.00	\$945.26	\$20,157.67	\$4,542.33	81.6
4.53 NONPRINTED MATERIALS	\$58,000.00	\$0.00	\$58,000.00	\$4,566.48	\$27,186.66	\$30,813.34	46.9
Subtotal	\$261,000.00	\$95.00	\$261,095.00	\$23,412.70	\$124,760.18	\$136,334.82	47.8
Grand Total	\$1,360,788.00	\$1,867.79	\$1,362,655.79	\$109,353.21	\$619,324.84	\$743,330.95	45.4

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Changes to Appropriations

<i>Date</i>	<i>Fund Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Reason</i>
2/22/98	100	4.4	\$70.00	Symantec's PC Anywhere-Rebate
4/14/99	100	3.61	\$544.00	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	3.14	\$127.26	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	2.21	\$26.10	Utica Ins. Claim-Ice Damage, Rens & DeM.
4/14/99	100	2.31	\$236.00	Utica Ins. Claim -Ice Damage, Rens & DeM
5/11/99	100	4.51	(\$700.00)	Approved 10MAY99 Bd. Mtg.
5/11/99	100	4.52	\$700.00	Approved 10MAY99 Bd. Mtg.
6/14/99	100	4.51	\$25.00	Ref.on Lost Bk-C. Coulitsis pd 3/99.
6/14/99	100	3.61	\$826.00	Utica Ins. Claim-Mtg. Rm. Damage, DeM.-A
6/30/99	100	2.23	\$13.43	Reimbursed-Trash Bags-DeM. Friends Gr.

Register Of Claims
Jasper County Public Library

Report Date: From 6/1/99 To 6/30/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	3437	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	6/10/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,023.75		
			OPERATING FUND	WAGES OF JANITORS	\$1,564.60		
				Total this claim	\$26,447.35		
17921	3438	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$2,006.94	6/10/99	Health Ins. Premium JUN '99
		#125 PLAN		SALARIES AND WAGES	\$1,300.09		13 Employees
				Total this claim	\$3,307.03		
17922	3439	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,095.28	6/10/99	Withheld from Payroll 6/10/99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow, Woods,Maxwell,Weed
				Total this claim	\$1,095.28		
17923	3440	NIPSCO	OPERATING FUND	GAS	\$258.88	6/10/99	Demotte Utilities;4/20 - 5/19/99
			OPERATING FUND	ELECTRICITY	\$1,674.98		
				Total this claim	\$1,933.86		
17924	3441	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	6/10/99	Local Telephone Service Demotte-Jun '99
				Total this claim	\$26.07		
17925	3442	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	6/10/99	Demotte-Sewer service-APR '99
				Total this claim	\$45.66		
17926	3443	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	6/10/99	Sewer Service-June '99-Wheatfield
				Total this claim	\$41.05		
17927	3444	SPRINT	OPERATING FUND	TELEPHONE	\$107.96	6/10/99	Long Distance-May '99
			OPERATING FUND	TELEPHONE	\$44.78		
			OPERATING FUND	TELEPHONE	\$22.92		
				Total this claim	\$175.66		
17928	3445	A & S PLUMBING & HEATING	OPERATING FUND	BUILDING & STRUCTURES	\$147.98	6/14/99	Washroom Sink leaking-DeM. Repairs
				Total this claim	\$147.98		
17929	3446	A.E. BOYCE CO., INC.	OPERATING FUND	OFFICIAL RECORDS	\$380.51	6/14/99	Vendor Laser Checks-2,000
				Total this claim	\$380.51		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17930	3447	ACE HARDWARE	OPERATING FUND	CLEANING & SANITATION SUP	\$8.99	6/14/99	Outdoor Window Cleaner
				Total this claim	\$8.99		
17931	3448	ALCO DISCOUNT STORE #290	OPERATING FUND	LIBRARY SUPPLIES	\$7.98	6/14/99	Wood Balls for Adult Bingo Program
				Total this claim	\$7.98		
17932	3449	Al's Construction, Inc.	OPERATING FUND	BUILDING & STRUCTURES	\$826.00	6/14/99	Ceiling Repairs (re: Insurance Claim)-Ja
			OPERATING FUND	BUILDING & STRUCTURES	\$750.00		
				Total this claim	\$1,576.00		
17933	3450	AMBER WHITED	OPERATING FUND	TRAVELING EXPENSE	\$168.33	6/14/99	HTML, Excel '97, & ASK Committee Wo
			OPERATING FUND	PROFESSIONAL MEETINGS	\$3.90		Mileage/Expenses
				Total this claim	\$172.23		
17934	3451	AMERICAN LIBRARY ASSN	OPERATING FUND	BOOKS	\$18.00	6/14/99	Cataloging for Kids-T.S.
			OPERATING FUND	BOOKS	\$5.00		
				Total this claim	\$23.00		
17935	3452	ANNE-MARIE EGAN	OPERATING FUND	TRAVELING EXPENSE	\$13.64	6/14/99	Board Meeting @ DeMotte Lib. 5/10/99
				Total this claim	\$13.64		
17936	3453	ANTHEM BLUE CROSS AND B	OPERATING FUND	OTHER INSURANCE	\$110.00	6/14/99	Annual COBRA Administration Fee
				Total this claim	\$110.00		
17937	3454	ASSOCIATED LIBRARIES PRE	OPERATING FUND	BOOKS	\$584.24	6/14/99	Children's Books
			OPERATING FUND	BOOKS	\$263.38		
			OPERATING FUND	BOOKS	\$275.52		
				Total this claim	\$1,123.14		
17938	3455	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$198.00	6/14/99	May & June Financial Computer Suppor
				Total this claim	\$198.00		

War. Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17939	3456	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$1,757.43	6/14/99	Books, Gift Books, Continuations, A.V.
			OPERATING FUND	BOOKS	\$1,087.18		
			OPERATING FUND	BOOKS	\$1,430.25		
			OPERATING FUND	BOOKS	\$514.93		
			OPERATING FUND	BOOKS	\$438.72		
			OPERATING FUND	BOOKS	\$468.77		
			OPERATING FUND	BOOKS	\$100.39		
			OPERATING FUND	BOOKS	\$64.13		
			OPERATING FUND	BOOKS	\$90.71		
			OPERATING FUND	BOOKS	\$478.04		
			OPERATING FUND	BOOKS	\$429.38		
			OPERATING FUND	BOOKS	\$76.90		
			OPERATING FUND	BOOKS	\$24.89		
			OPERATING FUND	BOOKS	\$5.24		
			DEMOTTE GIFT FUND	BOOKS	\$18.60		
			OPERATING FUND	NONPRINTED MATERIALS	\$8.95		
				Total this claim	\$6,994.51		
17940	3457	BEST BUY CO., INC.	OPERATING FUND	NONPRINTED MATERIALS	\$224.83	6/14/99	CD's, Videos, CD-Roms
			OPERATING FUND	NONPRINTED MATERIALS	\$221.80		
			OPERATING FUND	NONPRINTED MATERIALS	\$458.65		
				Total this claim	\$905.28		
17941	3458	BETH SUTTON CUMMINS	OPERATING FUND	OTHER PROFESSIONAL SERV	\$50.00	6/14/99	Tropical Birds Summer Rdg. Prog.-WH.
				Total this claim	\$50.00		
17942	3459	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$7.69	6/14/99	Book
			OPERATING FUND	BOOKS	\$1.13		
				Total this claim	\$8.82		
17943	3460	BIERMA HARDWARE, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$0.58	6/14/99	Bird Feeder & Seed, hardware
			OPERATING FUND	LIBRARY SUPPLIES	\$10.97		
				Total this claim	\$11.55		
17944	3461	BROOKLYN NORTH	OPERATING FUND	FURNITURE & EQUIPMENT	\$440.00	6/14/99	Office Pro 97 Licenses-6
				Total this claim	\$440.00		
17945	3462	CAMELOT MUSIC, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$99.62	6/14/99	Music CD's
			OPERATING FUND	NONPRINTED MATERIALS	\$130.91		
				Total this claim	\$230.53		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17946	3463	CAMPBELL PRINTING COMPA	OPERATING FUND	STATIONERY AND PRINTING	\$282.25	6/14/99	Letterheads, Envelopes, Mem. Envelope
			OPERATING FUND	OTHER PRINTING	\$88.92		
				Total this claim	\$371.17		
17947	3464	CENTRAL STATES SALES CO	OPERATING FUND	OTHER OPERATING SUPPLIE	\$114.99	6/14/99	Projector Bulb, Outdoor Bulbs
				Total this claim	\$114.99		
17948	3465	CHARLOTTE COULITSIS	OPERATING FUND	BOOKS	\$25.00	6/14/99	Patron found lost book-The First Horse
				Total this claim	\$25.00		
17949	3466	CHARLOTTE FAGEN	OPERATING FUND	LIBRARY SUPPLIES	\$33.57	6/14/99	Summer Rdg. Prize-Guitar
				Total this claim	\$33.57		
17950	3467	CHICAGO TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$123.69	6/14/99	Annual Subsc-5/16/99-5/13/00, Rens.
				Total this claim	\$123.69		
17951	3468	CHIVERS NORTH AMERICA	OPERATING FUND	BOOKS	\$13.90	6/14/99	Books
			OPERATING FUND	BOOKS	\$3.53		
				Total this claim	\$17.43		
17952	3469	CMPEXpress.com, Inc.	OPERATING FUND	FURNITURE & EQUIPMENT	\$192.00	6/14/99	Laptop Batteries
				Total this claim	\$192.00		
17953	3470	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$100.00	6/14/99	Feb-June '99 Mail Access
				Total this claim	\$100.00		
17954	3471	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	6/14/99	June Water Cooler rental-Wh.
				Total this claim	\$9.95		
17955	3472	DARYL'S PASTRY SHOP	HOST/HOSPITALITY F	PROFESSIONAL MEETINGS	\$19.77	6/14/99	Galaxy User Group Meeting-Hospitality
				Total this claim	\$19.77		
17956	3473	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$547.26	6/14/99	Books
			OPERATING FUND	BOOKS	\$1,526.93		
			OPERATING FUND	BOOKS	\$1,056.14		
			OPERATING FUND	BOOKS	\$258.37		
			OPERATING FUND	BOOKS	\$364.30		
			OPERATING FUND	BOOKS	\$152.69		
			OPERATING FUND	BOOKS	\$20.96		
				Total this claim	\$3,926.65		
17957	3474	DEMCO	OPERATING FUND	BOOKS	\$228.25	6/14/99	Book Pockets
				Total this claim	\$228.25		

<i>War Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17958	3475	DEMOTTE HISTORICAL SOCIE	OPERATING FUND	DUES	\$25.00	6/14/99	1999 Annual Dues-DeMotte Library
				Total this claim	\$25.00		
17959	3476	DEMOTTE OFFICE SUPPLY	OPERATING FUND	OTHER OFFICE SUPPLIES	\$8.70	6/14/99	Receipt Book
				Total this claim	\$8.70		
17960	3477	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$129.89	6/14/99	Mileage & Legally Speaking Wkshp Exp
			OPERATING FUND	PROFESSIONAL MEETINGS	\$5.20		
				Total this claim	\$135.09		
17961	3478	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$31.00	6/14/99	Mileage
				Total this claim	\$31.00		
17962	3479	DISCLOSURE INCORPORATE	OPERATING FUND	NONPRINTED MATERIALS	\$1,841.00	6/14/99	Compact D SEC-single user
				Total this claim	\$1,841.00		
17963	3480	FASE'S WATER TREATMENT	OPERATING FUND	BUILDING MATERIALS & SUPP	\$52.50	6/14/99	Redout-DeMotte Lib.
				Total this claim	\$52.50		
17964	3481	G.NEIL COMPANIES	OPERATING FUND	OFFICIAL RECORDS	\$38.85	6/14/99	IN Minimum Wage Poster
				Total this claim	\$38.85		
17965	3482	GA FOODS GROUP	OPERATING FUND	LIBRARY SUPPLIES	\$6.38	6/14/99	Focus Group, Galaxy User Gr, Counterp
			OPERATING FUND	LIBRARY SUPPLIES	\$37.76		
			HOST/HOSPITALITY F	PROFESSIONAL MEETINGS	\$12.28		
				Total this claim	\$56.42		
17966	3483	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$44.33	6/14/99	Monitor Stand, Mileage
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$10.74		
				Total this claim	\$55.07		
17967	3484	GALE GROUP	OPERATING FUND	BOOKS	\$80.75	6/14/99	Pop.Music, Something About Author
			OPERATING FUND	BOOKS	\$98.80		
			OPERATING FUND	BOOKS	\$11.66		
				Total this claim	\$191.21		
17968	3485	GAYLORD BROS.	OPERATING FUND	LIBRARY SUPPLIES	\$40.74	6/14/99	Spine/Subject Labels, End of Stack Nu
			OPERATING FUND	BOOKS	\$47.21		
				Total this claim	\$87.95		
17969	3486	GROLIER PUBLISHING COMP	OPERATING FUND	BOOKS	\$124.80	6/14/99	Standing Order Books
			OPERATING FUND	BOOKS	\$8.74		
				Total this claim	\$133.54		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17970	3487	HENSLEY SEAL COATING	OPERATING FUND	BUILDING & STRUCTURES	\$766.65	6/14/99	Seal Coating of Parking Lots
			OPERATING FUND	BUILDING & STRUCTURES	\$1,171.83		
			OPERATING FUND	BUILDING & STRUCTURES	\$159.39		
				Total this claim	\$2,097.87		
17971	3488	HERITAGE OFFICE PRODUCT	OPERATING FUND	CLEANING & SANITATION SUP	\$1.78	6/14/99	Typewriters-D&Wh, Copier Drum-Wh.,
			OPERATING FUND	MAINTENANCE CONTRACTS	\$665.00		Serv. Contract-Wh.
			OPERATING FUND	EQUIPMENT	\$143.00		
			OPERATING FUND	FURNITURE & EQUIPMENT	\$519.20		
			OPERATING FUND	FURNITURE & EQUIPMENT	\$519.20		
				Total this claim	\$1,848.18		
17972	3489	HERMAN & GOETZ	OPERATING FUND	BUILDING & STRUCTURES	\$886.83	6/14/99	As Per Attached Invoices
				Total this claim	\$886.83		
17973	3490	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$484.23	6/14/99	Kleenex, Stride, M-Folds, TP, Hand Soa
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$19.90		Cl., Vacuum Brushes, Paper Towels
				Total this claim	\$504.13		
17974	3491	INCOLSA	OPERATING FUND	SERVICE CONTRACTS	\$625.00	6/14/99	Annual Wheels Courier Service-
				Total this claim	\$625.00		
17975	3492	INFORMATION PLUS	OPERATING FUND	BOOKS	\$151.20	6/14/99	Standing Order Books
			OPERATING FUND	BOOKS	\$151.20		
			OPERATING FUND	BOOKS	\$151.20		
				Total this claim	\$453.60		
17976	3493	INGRAM	OPERATING FUND	BOOKS	\$19.99	6/14/99	Books
			OPERATING FUND	BOOKS	\$19.47		
			OPERATING FUND	BOOKS	\$43.20		
			OPERATING FUND	BOOKS	\$9.87		
			OPERATING FUND	BOOKS	\$16.43		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$7.97		
				Total this claim	\$124.70		
17977	3494	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$15.99	6/14/99	Books
			OPERATING FUND	BOOKS	\$15.96		
			OPERATING FUND	BOOKS	\$2.62		
				Total this claim	\$34.57		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17978	3495	JASPER CO. VETERANS COU	OPERATING FUND	OTHER OPERATING SUPPLIE	\$76.00	6/14/99	American Flags
				Total this claim	\$76.00		
17979	3496	JENNIFER L. EVERS	OPERATING FUND	TRAVELING EXPENSE	\$198.09	6/14/99	OVGTSL Conf Expenses & Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$17.05		
				Total this claim	\$215.14		
17980	3497	LEANNE YORK	OPERATING FUND	PROFESSIONAL MEETINGS	\$5.20	6/14/99	Book Discussion Books, Legal Wkshp E
			OPERATING FUND	BOOKS	\$41.90		
				Total this claim	\$47.10		
17981	3498	LIBRARY STORE, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$4.05	6/14/99	NamePlate, signage, silver markers, bo
			OPERATING FUND	BOOKS	\$12.90		sticks
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$22.25		
			OPERATING FUND	LIBRARY SUPPLIES	\$2.70		
				Total this claim	\$41.90		
17982	3499	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$123.38	6/14/99	Budget Workshop Expense & Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$36.00		
				Total this claim	\$159.38		
17983	3500	MICHELLE HEEKE BRADLEY	OPERATING FUND	TRAVELING EXPENSE	\$27.28	6/14/99	ILF & Legal Workshop Expenses & Mile
			OPERATING FUND	PROFESSIONAL MEETINGS	\$10.50		
				Total this claim	\$37.78		
17984	3501	MIDWAY ELECTRONICS	OPERATING FUND	NETWORKING	\$100.02	6/14/99	May & June '99 Pager Service & 7/1/99- USF 1998 credit)
				Total this claim	\$100.02		
17985	3502	MIDWEST MICRO PERIPHERA	OPERATING FUND	FURNITURE & EQUIPMENT	\$35.99	6/14/99	Lavaport
				Total this claim	\$35.99		
17986	3503	MITCHELL REPAIR INFORMATI	OPERATING FUND	BOOKS	\$114.75	6/14/99	Elec. Imported Cars 1998 Suppl.
				Total this claim	\$114.75		
17987	3504	NANCY HARTMAN	OPERATING FUND	OTHER PROFESSIONAL SERV	\$200.00	6/14/99	Focus Group Facilitator
				Total this claim	\$200.00		
17988	3505	N.A.D.A. APPRAISAL GUIDES	OPERATING FUND	PERIODICALS & NEWSPAPER	\$48.00	6/14/99	Subscription-DeMotte & Wheatfield Lib.-
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$48.00		
				Total this claim	\$96.00		
17989	3506	PARSONS TECHNOLOGY	OPERATING FUND	NONPRINTED MATERIALS	\$279.98	6/14/99	Census Bundle & WFT Super Bndl IV
			OPERATING FUND	NONPRINTED MATERIALS	\$7.00		CD-ROMs
				Total this claim	\$286.98		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17990	3507	PAULA RAMOS	OPERATING FUND	OTHER PROFESSIONAL SERV	\$200.00	6/14/99	DeMotte Summer Rdg-6/8/99 Prog.
				Total this claim	<u>\$200.00</u>		
17991	3508	PBS VIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$232.76	6/14/99	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$11.50		
				Total this claim	<u>\$244.26</u>		
17992	3509	PEGGY WOODS	OPERATING FUND	TRAVELING EXPENSE	\$16.43	6/14/99	AV Buying Trip Expenses & Mileage
			OPERATING FUND	PROFESSIONAL MEETINGS	\$8.67		
				Total this claim	<u>\$25.10</u>		
17993	3510	POST TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$156.00	6/14/99	Wheatfield Subsc. 6/11/99-6/10/00; De
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$156.00		7/7/00
				Total this claim	<u>\$312.00</u>		
17994	3511	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$799.25	6/14/99	2000-33 cent self-stick, 100-20 cent, 100
							25 postcards; 40-\$1 stamps; 100-50 cen
				Total this claim	<u>\$799.25</u>		
17995	3512	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$1,250.00	6/14/99	Y2K Software/Hardware Upgrades-D&R
			OPERATING FUND	BUILDING & STRUCTURES	\$1,821.50		Rens.
				Total this claim	<u>\$3,071.50</u>		
17996	3513	PURDUE PHYSICS OUTREAC	OPERATING FUND	OTHER PROFESSIONAL SERV	\$150.00	6/14/99	Summer Reading Program-DeM. 6/29/9
				Total this claim	<u>\$150.00</u>		
17997	3514	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$151.26	6/14/99	Pens, Tape, Inkjet Cartridges, Printer Ri
							Report Covers
				Total this claim	<u>\$151.26</u>		
17998	3515	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$9.99	6/14/99	Children Books
			OPERATING FUND	BOOKS	\$9.99		
			OPERATING FUND	BOOKS	\$2.26		
				Total this claim	<u>\$22.24</u>		
17999	3516	RELIABLE EXTERMINATORS, I	OPERATING FUND	BUILDING & STRUCTURES	\$75.00	6/14/99	Pest Control-DeM. & Rens.
			OPERATING FUND	BUILDING & STRUCTURES	\$225.00		
				Total this claim	<u>\$300.00</u>		
18000	3517	RICK'S TREE SERVICE	OPERATING FUND	BUILDING & STRUCTURES	\$275.00	6/14/99	Hackberry Tree Trimming
				Total this claim	<u>\$275.00</u>		
18001	3518	SANDRA L. HESTERMAN	OPERATING FUND	TRAVELING EXPENSE	\$4.96	6/14/99	Mileage
				Total this claim	<u>\$4.96</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18002	3519	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$1,005.25	6/14/99	4/30/99-5/28/99 Courier Service
				Total this claim	<u>\$1,005.25</u>		
18003	3520	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$259.47	6/14/99	Mileage
				Total this claim	<u>\$259.47</u>		
18004	3521	SIMON & SCHUSTER	OPERATING FUND	BOOKS	\$94.34	6/14/99	Books
			OPERATING FUND	BOOKS	\$425.92		
			OPERATING FUND	BOOKS	\$429.48		
			OPERATING FUND	BOOKS	\$21.44		
				Total this claim	<u>\$971.18</u>		
18005	3522	ELTON HUMMEL	OPERATING FUND	OTHER PROFESSIONAL SERV	\$195.00	6/14/99	Steven's Puppets Program-DeM.-6/15,
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$195.00		
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$195.00		
				Total this claim	<u>\$585.00</u>		
18006	3523	STORY PEDDLERS	OPERATING FUND	OTHER PROFESSIONAL SERV	\$153.00	6/14/99	Summer Rdg. Performance-Rens & Wh
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$153.00		
				Total this claim	<u>\$306.00</u>		
18007	3524	SUNCOAST #3009	OPERATING FUND	NONPRINTED MATERIALS	\$55.68	6/14/99	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$86.30		
				Total this claim	<u>\$141.98</u>		
18008	3525	TELECOMM INDUSTRIES	OPERATING FUND	BUILDING & STRUCTURES	\$125.80	6/14/99	Moved phone to new location-activate ja
				Total this claim	<u>\$125.80</u>		
18009	3526	THOMAS T. BEELER, PUBLISH	OPERATING FUND	BOOKS	\$44.06	6/14/99	Books
			OPERATING FUND	BOOKS	\$4.76		
				Total this claim	<u>\$48.82</u>		
18010	3527	THE TIMES - EASTLAKE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$195.00	6/14/99	Annual Subscription-Wheatfield Lib., 6/7
				Total this claim	<u>\$195.00</u>		
18011	3528	TIMESTEP PLAYERS	OPERATING FUND	OTHER PROFESSIONAL SERV	\$165.00	6/14/99	Summer Rdg. Prog-Trekkin' Through Ti
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$165.00		DeM., 7/6; Wh., 7/7/99
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$165.00		
				Total this claim	<u>\$495.00</u>		
18012	3529	TYSEN'S COUNTRY GROCER	OPERATING FUND	CLEANING & SANITATION SUP	\$85.29	6/14/99	Focus Group Expenses, Cleaning Suppl
			OPERATING FUND	LIBRARY SUPPLIES	\$21.32		Expenses
			OPERATING FUND	LIBRARY SUPPLIES	\$18.02		
				Total this claim	<u>\$124.63</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18013	3530	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$96.90	6/14/99	April & May Initial & Secondary Placeme
				Total this claim	<u>\$96.90</u>		
18014	3531	UPSTART	OPERATING FUND	LIBRARY SUPPLIES	\$16.35	6/14/99	Bookmarks, Buttons for Summer Rdg.
				Total this claim	<u>\$16.35</u>		
18015	3532	USA TODAY	OPERATING FUND	PERIODICALS & NEWSPAPER	\$119.00	6/14/99	Annual Subscription-7/1/99-6/30/00-Wh
				Total this claim	<u>\$119.00</u>		
18016	3533	VIKING OFFICE PRODUCTS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$125.70	6/14/99	Copy Paper, 3-hole punch
				Total this claim	<u>\$125.70</u>		
18017	3534	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$42.04	6/14/99	Patron Survey Supplies
				Total this claim	<u>\$42.04</u>		
18018	3535	WALMART #1618	OPERATING FUND	NONPRINTED MATERIALS	\$140.13	6/14/99	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$239.51		
			OPERATING FUND	NONPRINTED MATERIALS	\$183.52		
				Total this claim	<u>\$563.16</u>		
18019	3536	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$70.00	6/14/99	Mowing @ DeMotte Lib. - April '99
				Total this claim	<u>\$70.00</u>		
18020	3537	WHEELER PUBLISHING, INC.	OPERATING FUND	BOOKS	\$24.25	6/14/99	Large Print Books
			OPERATING FUND	BOOKS	\$308.11		
			OPERATING FUND	BOOKS	\$12.01		
				Total this claim	<u>\$344.37</u>		
18021	3538	WORLD BOOK SCHOOL AND L	OPERATING FUND	BOOKS	\$333.00	6/14/99	Books
			OPERATING FUND	BOOKS	\$359.00		
			OPERATING FUND	BOOKS	\$309.00		
			OPERATING FUND	BOOKS	\$252.00		
			OPERATING FUND	BOOKS	\$43.00		
				Total this claim	<u>\$1,296.00</u>		
18022	3539	W.T.COX SUBCRIPTIONS, INC.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$43.20	6/14/99	Disney Adventures, Better Homes & Ga
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$56.37		Science-Rens. MS-DeM. Magazine Sub
				Total this claim	<u>\$99.57</u>		
18024	3540	BARNES & NOBLE	OPERATING FUND	BOOKS	\$38.33	6/14/99	Books & Audio Books
			OPERATING FUND	NONPRINTED MATERIALS	\$76.12		
			OPERATING FUND	NONPRINTED MATERIALS	\$228.19		
			OPERATING FUND	NONPRINTED MATERIALS	\$40.03		
				Total this claim	<u>\$382.67</u>		

<i>Warr Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	3541	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,973.50	6/11/99	FICA & FED Tax Withheld 10 JUN 99-
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,973.50		Ref #66382624, transferred 11 JUN 99
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,644.71		
			Total this claim		\$6,591.71		
0	3542	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,735.63	6/18/99	STATE & LOCAL TAX WITHHELD JUN
			CO TAX COLLECTED	SALARIES AND WAGES	\$492.82		#12383, transferred 6/18/99
			Total this claim		\$2,228.45		
18025	3543	JASPER COUNTY PUBLIC LIB	OPERATING FUND	PURCHASE OF INVESTMENTS	168,000.00	6/15/99	Purchase 90 day CD#7152001061
			RENS & DEM BOND A	PURCHASE OF INVESTMENTS	\$82,000.00		
			Total this claim		\$250,000.00		
0	3544	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	6/25/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$25,975.56		
			OPERATING FUND	WAGES OF JANITORS	\$1,355.81		
			Total this claim		\$29,190.37		
18026	3545	ANTHEM LIFE	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$83.70	6/25/99	7/1/99 Premium Due-18 Employees
			Total this claim		\$83.70		
18027	3546	BANK ONE TRUST COMPANY,	RENS & DEM BOND A	INTEREST-BONDS	\$87,260.00	6/25/99	Interest due on Bond of 1991
			Total this claim		\$87,260.00		
18028	3547	CITY OF RENSSELAER	OPERATING FUND	GAS	\$127.29	6/25/99	5/10-6/8/99 Rens. Utilities
			OPERATING FUND	ELECTRICITY	\$1,345.92		
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$82.95		
			Total this claim		\$1,606.31		
18029	3548	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$998.03	6/25/99	Withheld from 25 JUN 99 Payroll-
			Total this claim		\$998.03		Schulenberg, Daugherty, Stringfellow, Fagen, Filson, Kopanda, Kooy, Maxwell, W
18030	3549	NIPSCO	OPERATING FUND	GAS	(\$29.06)	6/25/99	Wheatfield Utilities, 5/13-6/10/99
			OPERATING FUND	ELECTRICITY	\$618.41		(includes adjusted billing)
			Total this claim		\$589.35		
18031	3550	KATHRYN B. WEED	CREDIT UNION	SALARIES AND WAGES	\$291.78	6/25/99	Credit Union Deduction withheld 6/25/99
			Total this claim		\$291.78		
18032	3551	NIPSCO	OPERATING FUND	GAS	\$126.60	6/25/99	DeMotte Utilities, 5/19-6/16/99
			OPERATING FUND	ELECTRICITY	\$1,797.77		
			Total this claim		\$1,924.37		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	3552	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$2,183.33	6/28/99	FICA & Federal Tax Withheld 25 Jun99,
			FICA TAX COLLECTED	SALARIES AND WAGES	\$2,183.33		transfer 28 Jun99
			FIT TAX COLLECTED	SALARIES AND WAGES	\$3,254.20		
Total this claim					<u>\$7,620.86</u>		

Total Amount of Claims \$462,633.23

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, June 30, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 12 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$462,633.23

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JASPER COUNTY PUBLIC LIBRARY

F5

Receipt Breakdown
June 30, 1999

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FINES & FEES:			\$2,676.40	\$14,546.43
DeMotte	\$1,058.01	\$5,398.46		
Rensselaer	\$1,033.73	\$5,644.58		
Wheatfield	\$584.66	\$3,503.39		
PHOTOCOPIES:			\$481.26	\$3,614.24
DeMotte	\$148.15	\$1,360.02		
Rensselaer	\$245.45	\$1,709.01		
Wheatfield	\$87.66	\$545.21		
CARDS:			\$72.00	\$413.00
DeMotte	\$32.00	\$154.00		
Rensselaer	\$30.00	\$199.00		
Wheatfield	\$10.00	\$60.00		
BOOK/EQUIPMENT SALES:			\$0.00	\$430.70
COMPUTER DISKS:			\$2.80	\$15.45
INTEREST:			\$545.82	\$7,242.35
TAXES:			\$289,820.53	\$591,786.72
Property Tax	\$253,288.91	\$343,662.60		
Financial Institution Tax	\$771.00	\$873.00		
License Excise Tax	\$35,760.62	\$35,760.62		
Local Option/Certified Shares	\$0.00	\$189,851.50		
Local Option/Property Tax Repl.	\$0.00	\$21,639.00		
State Distribution	\$0.00	\$0.00		
REFUNDS:			\$13.43	\$6,093.37
Insurance	\$0.00	\$2,898.36		
Elron Software	\$0.00	\$2,882.00		
PC Anywhere	\$0.00	\$70.00		
Energizer Batteries	\$0.00	\$8.60		
Panasonic Batteries	\$0.00	\$40.00		
Armchair Detective '98 Subscripti	\$0.00	\$31.00		
Tru-Green '98 (Non-Service)	\$0.00	\$51.00		
Universal Service Fund	\$0.00	\$98.98		
Demotte Friends of Library-Trash	\$13.43	\$13.43		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
TOTAL OPERATING FUND RECEIPTS			\$293,612.24	\$624,142.26
PLAC FUND:			\$0.00	\$23.00
GIFT FUNDS:			\$60.20	\$2,221.85
DeMotte	\$10.00	\$355.00		
Rensselaer	\$25.00	\$1,741.65		
Wheatfield	\$25.20	\$125.20		
LIBRARY IMPROVEMENT FUND:			\$203.01	\$1,165.14
BOND & INTEREST REDEMPTION FUN			\$167,653.30	\$219,991.06
Property Tax	\$146,520.75	\$198,799.51		
Financial Institution Tax	\$446.00	\$505.00		
License Excise Tax	\$20,686.55	\$20,686.55		
HOST/HOSPITALITY FUND:			\$71.75	\$818.56
ORAL HISTORY GRANT FUND:			\$0.00	\$0.00
RECIPROCAL BORROWING:			\$0.00	\$0.00
LEVY EXCESS FUND:			\$0.00	\$0.00
SATELLITE FUND:			\$0.00	\$0.00
ANA TECHNOLOGY GRANT FUND:			\$0.00	\$0.00
STATE TECHNOLOGY GRANT 1997:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$0.00	\$0.00
CASH CHANGE FUND (transf.\$10/Oper			\$0.00	\$10.00
SUB-TOTAL (page 1)			\$461,600.50	\$848,371.87

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
WITHHOLDING ACCOUNT FUNDS:			\$17,533.29	\$97,574.96
FIT Tax Collected	\$5,898.91	\$31,954.40		
FICA Collected	\$4,156.83	\$23,698.32		
State Tax Collected	\$1,835.11	\$10,454.36		
County Tax Collected	\$522.11	\$2,973.85		
INDIANA Deferred Comp	\$2,093.31	\$12,249.67		
#125 Plan	\$1,300.10	\$7,760.84		
Health/Life Insurance	\$0.00	\$6.00		
PERF	\$1,435.14	\$8,185.74		
Credit Union	291.78			
TOTAL RECEIPTS - ALL FUNDS.....			\$479,133.79	\$945,946.83

Register Of Claims
Jasper County Public Library

Report Date: From 7/1/99 To 7/12/99

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18033	3553	ALCO DISCOUNT STORE #290	OPERATING FUND	LIBRARY SUPPLIES	\$10.64	7/12/99	Children's Program Supplies-Demotte
				Total this claim	<u>\$10.64</u>		
18034	3554	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$1,209.30	7/12/99	Books
			OPERATING FUND	BOOKS	\$1,244.68		
			OPERATING FUND	BOOKS	\$964.80		
			OPERATING FUND	BOOKS	\$641.42		
			OPERATING FUND	BOOKS	\$662.35		
			OPERATING FUND	BOOKS	\$617.17		
			OPERATING FUND	BOOKS	\$96.62		
			OPERATING FUND	BOOKS	\$102.36		
			OPERATING FUND	BOOKS	\$89.99		
			OPERATING FUND	BOOKS	\$212.25		
			OPERATING FUND	BOOKS	\$233.38		
			OPERATING FUND	BOOKS	\$18.72		
			OPERATING FUND	BOOKS	\$19.10		
			RENSSELAER GIFT FU	BOOKS	\$44.04		
			DEMOTTE GIFT FUND	BOOKS	\$34.10		
				Total this claim	<u>\$6,190.28</u>		
18035	3555	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$4.19	7/12/99	Books
			OPERATING FUND	BOOKS	\$1.13		
				Total this claim	<u>\$5.32</u>		
18036	3556	BROWN'S GARDEN SHOPPE	OPERATING FUND	BUILDING & STRUCTURES	\$805.00	7/12/99	Rens. Lawn Maintenance April-3 & May-4 Mowings
				Total this claim	<u>\$805.00</u>		
18037	3557	CHIEF, CDS	OPERATING FUND	BOOKS	\$225.00	7/12/99	Book-Subject Heading
				Total this claim	<u>\$225.00</u>		
18038	3558	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	7/12/99	July '99 Email access
			OPERATING FUND	EQUIPMENT	\$15.00		Canon BJC Printer repairs-Wh
				Total this claim	<u>\$35.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18039	3559	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	7/12/99	July '99 Water Cooler Rental & Water-Wheat
			OPERATING FUND	WATER	\$34.65		
				Total this claim	\$44.60		
18040	3560	DARYL'S PASTRY SHOP	OPERATING FUND	LIBRARY SUPPLIES	\$11.40	7/12/99	Supplies Librarian's Counterpart's Meeting-Rens
				Total this claim	\$11.40		
18041	3561	DAVID C. HURST	OPERATING FUND	OTHER PROFESSIONAL SERV	\$350.00	7/12/99	Budget Workshop-6/11/99
				Total this claim	\$350.00		
18042	3562	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$181.90	7/12/99	Books
			OPERATING FUND	BOOKS	\$391.53		
			OPERATING FUND	BOOKS	\$73.33		
			OPERATING FUND	BOOKS	\$45.27		
				Total this claim	\$692.03		
18043	3563	DAY-TIMERS, INC.	OPERATING FUND	OTHER OFFICE SUPPLIES	\$45.98	7/12/99	Desk Calendar & Organizer-R
				Total this claim	\$45.98		
18044	3564	DEMOTTE CHAMBER OF COM	OPERATING FUND	DUES	\$85.00	7/12/99	DeMotte Membership July '99 - Jun '00
				Total this claim	\$85.00		
18045	3565	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$69.44	7/12/99	Mileage
				Total this claim	\$69.44		
18046	3566	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$14.26	7/12/99	Mileage
				Total this claim	\$14.26		
18047	3567	FILMIC ARCHIVES	OPERATING FUND	NONPRINTED MATERIALS	\$145.70	7/12/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$14.57		
				Total this claim	\$160.27		
18048	3568	FLAGS OVER AMERICA	WHEATFIELD GIFT FU	LIBRARY SUPPLIES	\$20.20	7/12/99	Eagle Flag Ornament-Wheat
				Total this claim	\$20.20		
18049	3569	GALE GROUP	OPERATING FUND	BOOKS	\$102.60	7/12/99	Books
			OPERATING FUND	BOOKS	\$251.75		
			OPERATING FUND	BOOKS	\$16.06		
				Total this claim	\$370.41		
18050	3570	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$13.64	7/12/99	Mileage, Postage & Vertical File Materials
			OPERATING FUND	POSTAGE	\$19.29		
			OPERATING FUND	BOOKS	\$2.00		
				Total this claim	\$34.93		

<i>Warra. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18051	3571	GAIL JUNG	OPERATING FUND	POSTAGE	\$8.73	7/12/99	DeMotte Petty Cash-Postage Index dividers,erasers,tablecloths
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$6.87		
			OPERATING FUND	LIBRARY SUPPLIES	\$8.44		
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$2.39		
				Total this claim	\$26.43		
18052	3572	GOODWIN FIRE EQUIPMENT	OPERATING FUND	EQUIPMENT	\$40.45	7/12/99	Fire Ext. Inspected-D & R
			OPERATING FUND	EQUIPMENT	\$14.00		
				Total this claim	\$54.45		
18053	3573	H. W. WILSON COMPANY	OPERATING FUND	BOOKS	\$299.00	7/12/99	Public Library Catalog R,D & W
			OPERATING FUND	BOOKS	\$299.00		
			OPERATING FUND	BOOKS	\$299.00		
			OPERATING FUND	BOOKS	\$18.00		
				Total this claim	\$915.00		
18054	3574	HERRMAN & GOETZ, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$478.83	7/12/99	Replace Ignitor, Ballasts & Lampholders-Rens.
				Total this claim	\$478.83		
18055	3575	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$61.99	7/12/99	Floor Cleaner & Sealer
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$13.43		
				Total this claim	\$75.42		
18056	3576	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$260.00	7/12/99	Implementing Automation-9/28/99 Intro. To Networks-8/24/99 Weeding Workshop-7/22/99 Inter. Ref. Workshop-7/13/99
				Total this claim	\$260.00		
18057	3577	INDIANA DEPT.OF WORKFOR	OPERATING FUND	UNEMPLOYMENT COMPENSA	\$663.71	7/12/99	Qtly. Unemployment Compensation Pymt
				Total this claim	\$663.71		
18058	3578	INFO USA MARKETING, INC.	OPERATING FUND	BOOKS	\$495.00	7/12/99	Books
			OPERATING FUND	BOOKS	\$495.00		
			OPERATING FUND	BOOKS	\$30.00		
				Total this claim	\$1,020.00		
18059	3579	INFORMATION & RECORDS A	CONSTRUCTION FUN	EQUIPMENT	\$452.44	7/12/99	Repair Microfilm Machine-D
				Total this claim	\$452.44		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18060	3580	INGRAM	OPERATING FUND	BOOKS	\$5.38	7/12/99	Books
			OPERATING FUND	BOOKS	\$25.79		
			OPERATING FUND	BOOKS	\$15.85		
			OPERATING FUND	BOOKS	\$7.75		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$4.78		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$4.37		
Total this claim				\$71.69			
18061	3581	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$92.68	7/12/99	Books & Video's
			OPERATING FUND	BOOKS	\$376.60		
			OPERATING FUND	BOOKS	\$59.79		
			OPERATING FUND	BOOKS	\$53.54		
			OPERATING FUND	BOOKS	\$19.16		
			OPERATING FUND	BOOKS	\$270.86		
			OPERATING FUND	BOOKS	\$359.10		
			OPERATING FUND	BOOKS	\$84.59		
			OPERATING FUND	BOOKS	\$94.05		
			OPERATING FUND	NONPRINTED MATERIALS	\$107.84		
			OPERATING FUND	NONPRINTED MATERIALS	\$62.88		
			OPERATING FUND	NONPRINTED MATERIALS	\$10.69		
			Total this claim				
18062	3582	JACKSON STRIPING	OPERATING FUND	BUILDING & STRUCTURES	\$350.00	7/12/99	Restripe-R, D & W
			OPERATING FUND	BUILDING & STRUCTURES	\$250.00		
			OPERATING FUND	BUILDING & STRUCTURES	\$95.00		
Total this claim				\$695.00			
18063	3583	KOEN BOOK DISTRIBUTORS, I	OPERATING FUND	BOOKS	\$33.90	7/12/99	Books
			OPERATING FUND	BOOKS	\$97.45		
			OPERATING FUND	BOOKS	\$176.34		
			OPERATING FUND	BOOKS	\$9.23		
Total this claim				\$316.92			
18064	3584	KOLORTECH, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$460.60	7/12/99	120 Fluorescent Bulbs
Total this claim				\$460.60			

<i>Warr. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18065	3585	LEANNE YORK	OPERATING FUND	TRAVELING EXPENSE	\$13.64	7/12/99	Mileage
				Total this claim	<u>\$13.64</u>		
18066	3586	LEISURE ARTS	OPERATING FUND	BOOKS	\$24.96	7/12/99	Book
			OPERATING FUND	BOOKS	\$4.95		
				Total this claim	<u>\$29.91</u>		
18067	3587	LITTLE COUSIN JASPER COU	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$16.67	7/12/99	1 Day Booth-9/11/99
				Total this claim	<u>\$16.67</u>		
18068	3588	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$57.35	7/12/99	Mileage, Budget Wrkshp Expense,
			OPERATING FUND	PROFESSIONAL MEETINGS	\$27.50		Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$193.86		
				Total this claim	<u>\$278.71</u>		
18069	3589	M W INSURANCE AGENCY	OPERATING FUND	OTHER INSURANCE	\$29.00	7/12/99	Workers Comp. Audit
							4/16/98 - 4/16/99
				Total this claim	<u>\$29.00</u>		
18070	3590	M. LEE SMITH PUBLISHERS LL	OPERATING FUND	PERIODICALS & NEWSPAPER	\$71.75	7/12/99	Ind. Employment Law Center
			HOST/HOSPITALITY F	PERIODICALS & NEWSPAPER	\$215.25		to 10/00
				Total this claim	<u>\$287.00</u>		
18071	3591	MICROMARKETING ASSOCIAT	OPERATING FUND	NONPRINTED MATERIALS	\$29.90	7/12/99	Vidoe's
			OPERATING FUND	NONPRINTED MATERIALS	\$3.60		
				Total this claim	<u>\$33.50</u>		
18072	3592	NONPROFIT RESOURCE NET	OPERATING FUND	PROFESSIONAL MEETINGS	\$30.00	7/12/99	Volunteers Workshop
							7/20/99-Weed
				Total this claim	<u>\$30.00</u>		
18073	3593	OFFICEWORKS, INC	OPERATING FUND	REPAIR PARTS	\$32.00	7/12/99	Pneumatic Cylinder for Chair-D
				Total this claim	<u>\$32.00</u>		
18074	3594	ON CUE #6106	OPERATING FUND	NONPRINTED MATERIALS	\$378.28	7/12/99	CD's, Video's &
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$3.27		CD opener tool
				Total this claim	<u>\$381.55</u>		
18075	3595	OOMS DISPOSAL SERVICE IN	OPERATING FUND	WASTE DISPOSAL SERVICES	\$47.00	7/12/99	Waste Disposal Demotte
							July - Sept '99
				Total this claim	<u>\$47.00</u>		
18076	3596	PARTS NOW!	OPERATING FUND	EQUIPMENT	\$105.00	7/12/99	Part for Bubble Jet Printer-WH
				Total this claim	<u>\$105.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18077	3597	PATTY STRINGFELLOW	OPERATING FUND	TRAVELING EXPENSE	\$52.08	7/12/99	Mileage & Expense for
			OPERATING FUND	PROFESSIONAL MEETINGS	\$4.99		HTML Workshop
				Total this claim	\$57.07		
18078	3598	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$85.00	7/12/99	Clean gutters & pick up tree limbs, repair desk trim, lights & stool, hang pictures.
				Total this claim	\$85.00		
18079	3599	PRECISION CONTROL SYSTE	OPERATING FUND	MAINTENANCE CONTRACTS	\$1,115.00	7/12/99	Qrtly. Maint. JUN - AUG '99;D & R
			OPERATING FUND	BUILDING & STRUCTURES	\$441.50		Wired CC Heaters, Air Dampers not opening, Bad AO point.
				Total this claim	\$1,556.50		
18080	3600	PUBLIC EMPLOYEES' RETIRE	OPERATING FUND	EMPLOYER'S CONTRIB.- PER	\$6,962.50	7/12/99	2nd Quarter Payment "99
		P.E.R.F.		SALARIES AND WAGES	\$4,177.45		
				Total this claim	\$11,139.95		
18081	3601	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$994.54	7/12/99	Tape,Labels,Paper,Toner Cart., Paper Clips,Liq. Paper,Inkjet Cart.
				Total this claim	\$994.54		
18082	3602	R I D, Inc.	OPERATING FUND	POSTAGE	\$21.08	7/12/99	Shipping Charges
				Total this claim	\$21.08		
18083	3603	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$144.00	7/12/99	Audio Books
			OPERATING FUND	NONPRINTED MATERIALS	\$9.40		
				Total this claim	\$153.40		
18084	3604	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	7/12/99	Books
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$3.38		
				Total this claim	\$30.35		
18085	3605	RENSSELAER REPUBLICAN	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$16.00	7/12/99	Ad. Rens. Page Position 5/27 -5/31/99
				Total this claim	\$16.00		
18086	3606	RUSS' PRINT SHOP	OPERATING FUND	OTHER PRINTING	\$150.00	7/12/99	Notepads for Marketing
				Total this claim	\$150.00		
18087	3607	SANDRA GERSBACH	OPERATING FUND	OTHER PERSONAL SERVICES	\$330.00	7/12/99	Window Washing, Dust Blinds and Shelves
				Total this claim	\$330.00		
18088	3608	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$763.99	7/12/99	Transport Service;6/4 - 6/25/99
				Total this claim	\$763.99		

<i>Warra...</i> <i>Number</i>	<i>Claim</i> <i>Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18089	3609	SIMPLEX TIME RECORDER C	OPERATING FUND	EQUIPMENT	\$122.90	7/12/99	12 volt Battery-Wheat
Total this claim					<u>\$122.90</u>		
18090	3610	TELECOMM INDUSTRIES	OPERATING FUND	REPAIR PARTS	\$14.75	7/12/99	Telephone Cords
Total this claim					<u>\$14.75</u>		
18091	3611	THOMAS T. BEELER, PUBLISH	OPERATING FUND	BOOKS	\$14.39	7/12/99	Large Print Book
			OPERATING FUND	BOOKS	\$1.78		
Total this claim					<u>\$16.17</u>		
18092	3612	TIM RAYN	OPERATING FUND	OTHER PROFESSIONAL SERV	\$33.34	7/12/99	Deposit-Summer Reading
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$33.33		Program 2000.R,D & W
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$33.33		
Total this claim					<u>\$100.00</u>		
18093	3613	TREASURER OF THE STATE O	OPERATING FUND	BOOKS	\$4.00	7/12/99	Roster of State & Local Officials
			OPERATING FUND	BOOKS	\$4.00		
			OPERATING FUND	BOOKS	\$4.00		
Total this claim					<u>\$12.00</u>		
18094	3614	TYSEN'S COUNTRY GROCER	OPERATING FUND	LIBRARY SUPPLIES	\$25.94	7/12/99	Focus Group & Children's
			OPERATING FUND	LIBRARY SUPPLIES	\$9.12		Program Supplies
Total this claim					<u>\$35.06</u>		
18095	3615	UNIQUE BOOKS, INC.	OPERATING FUND	BOOKS	\$1,125.54	7/12/99	Books & Video's
			OPERATING FUND	BOOKS	\$1,739.02		
			OPERATING FUND	BOOKS	\$796.37		
			OPERATING FUND	BOOKS	\$845.05		
			OPERATING FUND	BOOKS	\$850.36		
			OPERATING FUND	BOOKS	\$299.80		
			OPERATING FUND	BOOKS	\$169.69		
			OPERATING FUND	NONPRINTED MATERIALS	\$334.31		
			OPERATING FUND	NONPRINTED MATERIALS	\$10.03		
Total this claim					<u>\$6,170.17</u>		
18096	3616	W.T.COX SUBCRIPTIONS, INC.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$14.42	7/12/99	CrossStitch & Needlework
Total this claim					<u>\$14.42</u>		
18097	3617	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$140.00	7/12/99	Mow Lawn-5/4,5/11,5/18,
Total this claim					<u>\$140.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18098	3618	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$40.19	7/12/99	Survey & Program Supplies, Clip Boards, Video Tape, Video's, Camera & Film
			OPERATING FUND	LIBRARY SUPPLIES	\$19.12		
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$8.29		
			OPERATING FUND	NONPRINTED MATERIALS	\$460.48		
			OPERATING FUND	FURNITURE & EQUIPMENT	\$69.97		
			SATELLITE FUND	LIBRARY SUPPLIES	\$9.97		
Total this claim					\$608.02		

Total Amount of Claims \$40,067.38

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, July 06, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 8 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$40,067.38

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

AUG.

AGENDA

**Jasper County Public Library Board of Trustees Monthly Meeting
Monday, August 9, 1999, 7:00 PM
Rensselaer Library**

Purpose

Opening of meeting

Moment of silence

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of meeting (R 1 - R 2)
- B. Bills/Financial Reports (F)
- C. Workshop approval (R 12)
- D. INCOLSA board appointment (R 11)
- E. Salary ordinance update (R 7)

General Business

- A. Budget hearing (R 11)
- B. Long Range Planning (R 12)
- C. Transfer of building repair funds (R 12)
- D. Board development: Discarding materials procedure

Action

Action

Information

Director's Report (R 11-R 14)

Discussion

Items for future Agendas

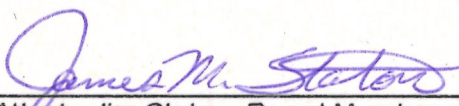
Public Forum

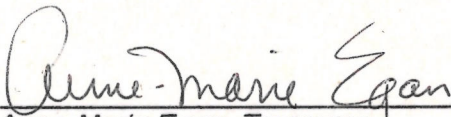
Adjournment

Minutes July 6, 1999
Public Hearing of the Jasper County Public Library Board 4:00 PM
Rensselaer Library

Present: Anne-Marie Egan, Mark Heinig, James Staton, Lynn Daugherty.

The Board met to hear taxpayers regarding a \$3,412 additional appropriation in excess of the library's operating budget. There being no taxpayers present, the hearing was adjourned.


Attest: Jim Staton, Board Member


Anne-Marie Egan, Treasurer

Minutes July 12, 1999
Meeting of the Jasper County Public Library Board 7:00 PM
Rensselaer Library

Present: Anne-Marie Egan, Roger Walstra, Mark Heinig, Joan Floyd, Donald Abel, Sue Deardorff, Jim Staton, Lynn Daugherty.

Agenda & Consent Agenda: J. Staton moved, seconded by S. Deardorff, to approve the Agenda and Consent Agenda items including the June Minutes, Bills/Financial Reports, Additional Appropriation from surplus funds, & workshop approval for Kathryn Weed and Gail Jung. Motion passed.

Budget: The proposed 2000 budget was discussed and approved for advertising, on a motion by J. Staton, seconded by A-M. Egan. Vote was unanimous.

Long-Range Planning: L. Daugherty reviewed some of the findings of the staff and public surveys. She noted that the overwhelming majority of the public thought staff were very friendly, courteous and helpful. They were also pleased with the library facilities. Most, but not all, felt it was very easy to locate materials in the library.

The greatest problem noted was a concern about library hours. Seventeen per cent indicated some dissatisfaction with library hours. Of those who commented on this issue, the predominant request at DeMotte and Wheatfield was for more weekday evening hours, while the primary request at Rensselaer was for Sunday hours.

Some dissatisfaction with the books-on-tape collections was also indicated.

Transfer of building repair funds: On a motion by A-M. Egan, seconded by J. Staton, the board voted unanimously to pay \$9600 for the repiping of the DeMotte Library's air conditioning system from LIRF. Since the bill was paid from the Library Operating Fund earlier this year, this necessitated a transfer.

Author visit: The Library was offered the opportunity to host an evening presentation on November 18 by children's author Marcia Thornton Jones, during which she would talk about writing children's books. After the presentation, the audience would have the opportunity to purchase her books and have them signed by the author. The author visit will be financed by the KV and Rensselaer Central School Corporations. The sale of books will offset some of the cost of the author visit. The board unanimously approved this program on a motion by A-M Egan, seconded by S. Deardorff.

Internet filtering: The board discussed the topic of Internet filtering. No action was taken.

Banned Book Week Display: L. Daugherty requested input from the board on the wisdom of celebrating Banned Book Week in September with displays of

challenged books. A-M Egan moved that we highlight the importance of intellectual freedom with a display of banned or challenged books. S. Deardorff seconded the motion. The motion was defeated, with S. Deardorff voting "aye" and the rest of the board voting "nay".

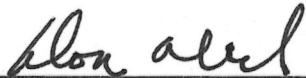
Director's Report: L. Daugherty reported that bills approved for payment this month were \$24,000 less than bills approved at the June board meeting. Therefore, she indicated that we should once again be within our desired spending plan at the end of this month.

She noted that circulation was up at all 3 libraries this month. She also noted that the Rensselaer second stage A/C compressor was replaced last week.

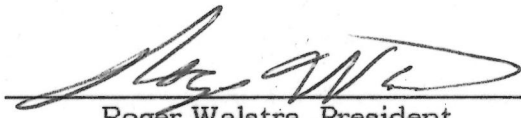
The board reaffirmed that they are not interested in the Indiana Bond Bank and tax anticipation warrants and prefer to operate with sufficient operating balance to cover expenses between tax draws.

Roger Walstra has been reappointed to the board by the KV and West Central School Boards. The board expressed their pleasure at his reappointment. Don Abel will resign from the board after the August board meeting and moving out of the area. The board expressed their deep regrets at the loss of a committed and valued board member.

With no further business to discuss, the meeting adjourned at 9:00 PM on a motion by J. Staton, seconded by A-M. Egan.



Attest: Don Abel, Secretary



Roger Walstra, President

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END OF MONTH:

DEMOTTE

RENSSELAER

WHEATFIELD

Total Materials Owned

44990

56088

26299

Total Titles Owned

39641

51248

25020

Daily Average Circulation

427

416

168

[illegible]

MONTHLY SYSTEM STATISTICS

1998

1999

% change

Circulation

23329

26274

13%

Jan. to date circulation

167009

168608

1%

DEMOTTE COLLECTION

MONTH START	MONTH END
V	T
O	I
L	T
U	L
M	E
E	S
S	S

RENSSELAER COLLECTION

MONTH START	MONTH END
V	T
O	I
L	T
U	L
M	E
E	S
S	S

WHEATFIELD COLLECTION

MONTH START	MONTH END
V	T
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L	T
U	L
M	E
E	S
S	S

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12014	11060	12095	11102	13474	12853	13546	12904	7754	8003	7856	8062	ADULT BOOKS
15209	12341	15353	12460	19587	17347	19735	17453	7185	5881	7260	5932	Fiction
												Nonfiction

9260	8445	9347	8495	11140	10518	11174	10524	5795	5850	5890	5885	CHILDREN'S BKS
5723	5320	5780	5368	7398	6964	7430	7009	3028	3132	3062	3153	Fiction
												Nonfiction

0	0	Magazines,Adult
0	0	Magazines,Child

2	2	2	2	365	152	365	152	3	3	3	3	Graphic Mat'l
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0	0	0	0	0	0	0	0			0	0	Microforms
---	---	---	---	---	---	---	---	--	--	---	---	------------

1216	1069	1164	1032	2276	1708	2236	1686	1298	1180	1289	1179	Sound Rec/Adult
185	184	184	187	175	174	166	174	33	31	31	31	Sound Rec/Child

21	17	21	17	36	30	36	30	13	15	13	15	CD ROM software
4	2	4	2	46	23	46	23	110	55	110	55	Software
												Vertical files

1039	975	1039	975	1353	1292	1353	1292	785	705	785	705	VHS
1	1	1	1	1	1	1	1	0	0	0	0	Equipment

44674	39416	44990	39641	55851	51062	56088	51248	26004	24855	26299	25020	TOTAL
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CIRCULATION BY ITEM FINE CODE
July 1999

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
000 (0)	38	33	21	
100 (1)	39	71	33	
200 (2)	52	47	26	
300 (3)	149	179	68	
400 (4)	16	13	0	
500 (5)	79	51	20	
600 (6)	603	425	222	
700 (7)	302	284	106	
800 (8)	36	31	8	
900 (9)	141	127	53	
B (10)	64	68	21	
j000 (11)	6	18	2	
j100 (12)	2	21	10	
j200 (13)	11	8	4	
j300 (14)	57	66	20	
j400 (15)	26	20	2	
j500 (16)	215	160	78	
j600 (17)	134	161	72	
j700 (18)	172	214	55	
j800 (19)	34	44	6	
j900 (20)	23	76	10	
jB (21)	39	45	15	
FIC (22)	2065	1836	725	
yaFIC (23)	97	92	40	
LARGE PRINT (24)	126	52	27	
jFIC (25)	398	607	147	
jE (26)	1516	1857	604	
jER (27)	811	361	128	
Magazines (28)	808	355	260	
Games/Toys (29)	0	0	0	
Filmstrips (30)	0	0	0	
Microforms (31)	0	0	0	
Cassettes (32)	45	55	9	
jCassettes (33)	52	68	35	
Compact Discs (34)	198	218	212	
jCompact Discs (35)	3	3	1	
Sound Recordings (36)	83	173	29	
jSound Recordings (37)	10	31	2	
CD ROM Software (38)	39	102	53	
Vertical File (39)	142	51	1	
Equipment (40)	0	1	1	
yapFIC (41)	370	218	124	
jpFIC (42)	741	465	86	
Reference (43)	64	57	21	
Genealogy (44)	0	0	0	
jMagazines (45)	93	51	14	
VHS (46)	679	1315	696	
Computer software (47)	0	0	0	
Internet usage (49)	140	494	135	
Free reads	372	185	167	

Puzzles				
Talking books		6		
Assignment shelf books				
TOTAL	11090	10815	4369	0



GaleNet Usage Statistics System

Incolsa Jasper County Public Library

July 1999 Summary Report

For more information about *GaleNet Usage Statistics System*, click [here](#) to view the help documentation. Clicking on a column heading will retrieve information about the topic.

<u>GaleNet Products</u>	<u>Searches Submitted</u>	<u>Entries Retrieved</u>	<u>Help</u>
DISCovering U.S. History	7	17	0
DISCovering World History	3	1	0
EXPLORING Poetry	8	1	2
Gale Literary Databases	21	7	0
What Do I Read Next?	8	16	0
Grand Total	47	42	2

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

July 1999

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
INTRALIBRARY LOANS FILLED	115	25	193	42	178	39	486	105
LOCAL HISTORY								
In person	2	1	26	7	0	0	28	8
Letters written	0	0	5	5	0	0	5	5
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	15	1	23	2	20	2	58	5
VCR Use	0	0	0	0	1	0	1	0
Microforms	0	0	35	5	0	0	35	5
CD ROM software used	17	1	85	7	0	0	102	9
Online articles retrieved		0		0		0	42	1
Public use of FAX service	28	5	20	3	16	3	64	11
Typewriter use	1	0	4	0	4	0	9	0
Other equipment used	0	0	1	0	0	0	1	0
Dial-in OPAC access							5	
Tax Forms distributed		0		0		0	0	0
OTHER LIBRARY SERVICES USED								
Walking book visits	2	1	5	3	0	0	7	5
Notarized documents	8	2	2	1	1	0	11	3
Meeting Room Use (number of groups)	24	8	22	7	5	2	51	17
Study room use	3	0	11	1	0	0	14	1
INTERLIBRARY LOANS								
Requests made for:	59	15	60	15	22	6	141	35
Items rec'd for:	61	31	52	26	20	10	133	67
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0
PROGRAMS								
Programs for all ages		0		0		0	0	0
Children's Programs (0-13)	3	18	2	12	5	30	10	60
Number attending	231		253		74		558	
YA Programs (14-17)		0		0		0	0	0
Number attending	7		7				14	
Adult Programs	2	12	7	42	2	12	11	66
Number attending	26		64		25		115	
Senior Citizen Programs		0	2	12		0	2	12
Number attending			17				17	

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
TOTAL NO. OF PROGRAMS	5	30	11	66	7	42	23	138
TOTAL PERSONS ATTENDING	264		341		99		704	
TOTAL ATTENDING same month last yr.	159		205		53			
TOTAL STAFF HOURS SPENT		120		191		103		414
HOURS SPENT same month last yr.		81		152		67		300

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult Male (0)	1040	9.9%	1122	10.7%	681	16.3%	2843	11.3%
Adult Female (1)	6010	57.1%	5437	51.7%	2380	56.9%	13827	54.8%
Juvenile 0-11 (2)	2318	22.0%	2260	21.5%	600	14.4%	5178	20.5%
YA 12-17 (3)	390	3.7%	524	5.0%	172	4.1%	1086	4.3%
Nonresident No Fee (4)	60	0.6%	219	2.1%	78	1.9%	357	1.4%
Board/Staff (5)	332	3.2%	528	5.0%	242	5.8%	1102	4.4%
School (6)	3	0.0%	11	0.1%	0	0.0%	14	0.1%
St. Joseph College (7)	0	0.0%	10	0.1%	0	0.0%	10	0.0%
State Library Card (8)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Nonresident Fee (9)	7	0.1%	21	0.2%	0	0.0%	28	0.1%
Corporate (10)	0	0.0%	174	1.7%	19	0.5%	193	0.8%
Reciprocal (11)	361	3.4%	220	2.1%	9	0.2%	590	2.3%
Total	10521		10526		4181		25228	
Total items borrowed	431	4.1%	481	4.6%	87	2.1%	999	4.0%

REGISTRATIONS

Borrowers--Start of month:	6841	7010	2796	16419
Borrowers--End of month:	6928	7054	2824	16806
Non-resident, paying	4	11	0	15
PLAC card users	0	2	0	2
Reciprocal borrowers	206	124	10	340

Salary Ordinance 1999
Revised 7/99

Name	Classification	Present Hrly Wage	Annual Salary	Hrs Worked	Library	Start Date
Kaye, Leslie	Lib Asst. 1	\$8.54	\$3,928.40	20	D,R,W	7/19/99

Leslie has been hired as our Multi-Department Library Assistant, to work 20 hours per week, filling-in where needed. Kathryn Weed, who previously held this position, is now in a full time position as a Library Specialist 1 at the Rensselaer Library.

Leslie has a degree in psychology from Northwestern University.

Susan Deardorff

M.A. H. J. H.

M. W. T.

Joan G. Flayk

Naked truth about library's Internet:

No porn sites allowed here

Despite critics' claims, rules in place to protect freedoms, young eyes

By Joel Robinson
For the Journal and Courier

Unfortunately, not everyone calls the source, in this case the Tippecanoe County Public Library, to find out how Internet use is controlled at the library.

A July 7 letter to the editor ("Library goes too far in Internet access") was highly inaccurate. Children cannot "access anything they want, print it out and get a high-quality laser copy ... no questions asked." Our staff member certainly did not say: "Children of any age are allowed to view and print out hard-core pornography." What is assumed to happen in the letter is not at

all what occurs with the use of the Internet stations at the library.

Grandparents stay in touch with their grandchildren via e-mail. Users "chat" with people around the world who have similar interests and concerns. Students search for resources to complete their homework assignments. People locate and make contact with long-lost friends.



Robinson

A frequent observation, and the first one I saw in the library today, is of a child and parent, guardian or caregiver sitting together at an Internet station exploring, learning and discovering.

Here are the facts:

The Library Board of Trustees adopted a computer use policy in 1996. It states: "All users of the electronic resources are expected to use them in a lawful, ethical and responsible manner. Internet service in the Youth Department is to be used as an extension of the collection in that department. Therefore, sites accessed should be appropriate for the Youth Department." Further, "Users may not use the library computers or the Internet connection for any unlawful activity, such as fraud, harassment, obscenity, slander and theft."

Also, the policy states: "Users are responsible for the information which they encounter on the Internet. The parents or legal guardians of minor children are responsible for their children's use of the Internet at the library."

LETTERS TO THE EDITOR

The Indiana Code includes statutes that define obscenity and matter harmful to minors. Breaking the law is a breach of the policy, and is dealt with by the staff in accordance with the board's building policies. Because this is a criminal matter, most often the police are called.

When you sign up for a library card, you agree to abide by our rules and obey the law. When you sit down at an Internet station, you agree to abide by our rules and obey the law. In either case, if you break the rules or the law, we take punitive action.

The library has established guidelines for use of the Internet to administer the board's policies. The Youth Room Information Highway Rules of the Road must be read and signed by children or adults using the Internet stations in the Youth Department,

agreeing that they will lose their Internet use privileges if they break the rules. They include: "I will tell my parents or a librarian right away if I find something that makes me worried or scared. I will not visit sites that are inappropriate for the Youth Room. I will not use bad language, scare or try to hurt anyone through my actions online."

The Internet is a wonderful information and communication resource, probably as significant to the individual citizen of our global community as Gutenberg's movable type or Bell's telephone. The library is pleased to be able to offer this opportunity to its users through funds provided by the state Legislature. The staff members are trained, capable, caring individuals who provide guidance and

encourage the appropriate and responsible use of this and all the library's resources. The role of librarians is to advise and assist users in selecting information resources. Libraries in America exist to extend access, not restrict it, to open doors, not close them.

As a family-friendly place, we stress the involvement of parents in their children's use. The Internet is a unique technological tool to bring families closer together. It offers a new opportunity to parent, to nurture, to communicate, to be a role model, to gently guide, to set boundaries and gradually extend those boundaries, and, when necessary, to discipline.

Robinson is the county librarian at the Tippecanoe County Public Library.

JCPL FINANCIAL STATEMENT

July 31, 1999

	<u>Beginning 1999 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$380,514.80	\$96,756.93	\$716,091.77	\$6,303.68	\$630,445.94	\$294,868.97
Investments \$273,000.00						
Public Library Access Card Fund	\$110.00	\$0.00	\$133.00	\$0.00	\$23.00	\$0.00
Gift Fund	\$6,752.14	\$98.34	\$2,027.55	\$50.00	\$2,271.85	\$6,996.44
DeMotte	\$383.27	\$34.10	\$449.88	\$0.00	\$355.00	\$288.39
Rensselaer	\$5,944.50	\$44.04	\$1,509.73	\$50.00	\$1,791.65	\$6,226.42
Wheatfield	\$424.37	\$20.20	\$67.94	\$0.00	\$125.20	\$481.63
Library Improvement Reserve Fund	\$56,270.49	\$0.00	\$0.00	\$196.85	\$1,361.99	\$57,632.48
Bond & Interest Redemption Fund	\$94,798.85	\$0.00	\$87,260.00	\$0.00	\$219,991.06	\$227,529.91
Investments \$227,000.00						
Host/Hospitality Fund	\$13.60	\$215.25	\$975.66	\$143.50	\$962.06	\$0.00
Oral History Grant Fund	\$71.11	\$0.00	\$0.00	\$0.00	\$0.00	\$71.11
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund	\$74.81	\$9.97	\$19.94	\$0.00	\$0.00	\$54.87
Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund (\$10 transf./ Oper.Fund)	\$80.00	\$0.00	\$0.00	\$0.00	\$10.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$5,114.81	\$37,069.21	\$5,114.81	\$37,069.21	\$0.00
FICA Tax Collected	\$0.00	\$3,920.35	\$27,618.67	\$3,920.35	\$27,618.67	\$0.00
State Tax Collected	\$1,533.22	\$1,835.11	\$11,987.58	\$1,729.27	\$12,183.63	\$1,729.27
County Tax Collected	\$457.71	\$522.11	\$3,431.56	\$490.88	\$3,464.73	\$490.88
IN Deferred Comp.	\$0.00	\$2,190.56	\$14,440.23	\$2,190.56	\$14,440.23	\$0.00
#125 Plan	\$0.00	\$1,260.33	\$9,021.11	\$1,260.32	\$9,021.16	\$0.05
Employee Health Insur.	\$0.00	\$0.00	\$6.00	\$0.00	\$6.00	\$0.00
Employee P.E.R.F.	\$3,543.91	\$4,177.45	\$11,732.68	\$1,350.02	\$9,535.76	\$1,346.99
Credit Union	\$0.00	\$0.00	\$291.78	\$0.00	\$291.78	\$0.00
TOTAL ALL FUNDS.....	\$544,340.64	\$116,101.21	\$922,106.74	\$22,750.24	\$968,697.07	\$590,930.97

Bank Balances
Jasper County Public Library
Report as of: 7/31/99

<i>Bank</i>		
1	Peoples State Bank	\$27,367.92
2	Demotte State Bank	\$5,720.57
3	Lafayette Bank & Trust-LIRF	\$57,632.48
4	Cash on Hand	\$210.00
5	Civitas CD# 7151014302	\$145,000.00
6	Civitas CD# 7151014301	\$105,000.00
7	Pinnacle Bank CD #7121015842	\$0.00
8	Pinnacle Bank CD #7121015843	\$0.00
9	CD #7152001061	\$250,000.00
<i>Total all banks =</i>		<i>\$590,930.97</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 7/1/99 To 7/31/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 SALARY OF LIBRARIAN	\$44,616.00	\$0.00	\$44,616.00	\$3,718.00	\$25,961.00	\$18,655.00	58.2
1.12 SALARY OF ASSISTANTS	\$577,199.00	\$0.00	\$577,199.00	\$45,885.76	\$323,781.33	\$253,417.67	56.1
1.13 WAGES OF JANITORS	\$37,616.00	\$0.00	\$37,616.00	\$2,903.03	\$20,305.70	\$17,310.30	54.0
1.21 EMPLOYER'S SHARE-FICA	\$50,447.00	\$0.00	\$50,447.00	\$3,920.35	\$27,618.67	\$22,828.33	54.7
1.22 UNEMPLOYMENT COMPENSAT	\$1,800.00	\$0.00	\$1,800.00	\$663.71	\$2,178.29	(\$378.29)	121.0
1.23 EMPLOYER'S CONTRIB.- PERF	\$27,942.00	\$0.00	\$27,942.00	\$6,962.50	\$19,554.65	\$8,387.35	70.0
1.24 EMPLOYER'S CONTRIB.- INS.	\$26,000.00	\$0.00	\$26,000.00	\$1,940.91	\$14,347.62	\$11,652.38	55.2
1.31 OTHER PERSONAL SERVICES	\$1,500.00	\$0.00	\$1,500.00	\$330.00	\$330.00	\$1,170.00	22.0
Subtotal	\$767,120.00		\$767,120.00	\$66,324.26	\$434,077.26	\$333,042.74	56.6
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$419.36	\$580.64	41.9
2.12 STATIONERY AND PRINTING	\$700.00	\$0.00	\$700.00	\$0.00	\$370.10	\$329.90	52.9
2.13 OTHER OFFICE SUPPLIES	\$5,600.00	\$0.00	\$5,600.00	\$1,058.95	\$4,068.28	\$1,531.72	72.6
2.21 CLEANING & SANITATION SUP	\$3,400.00	\$26.10	\$3,426.10	\$61.99	\$1,989.11	\$1,436.99	58.1
2.22 FUEL, OIL & LUBRICANTS	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	0.0
2.23 OTHER OPERATING SUPPLIES	\$4,000.00	\$13.43	\$4,013.43	\$476.42	\$3,273.68	\$739.75	81.6
2.31 BUILDING MATERIALS & SUPP	\$1,000.00	\$236.00	\$1,236.00	\$0.00	\$546.73	\$689.27	44.2
2.32 PAINT AND PAINTING SUPPLIE	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.33 REPAIR PARTS	\$500.00	\$0.00	\$500.00	\$46.75	\$209.44	\$290.56	41.9

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.41 LIBRARY SUPPLIES	\$5,500.00	\$12.18	\$5,512.18	\$124.85	\$2,024.40	\$3,487.78	36.7
2.42 AUTOMATION SUPPLIES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$415.20	\$2,084.80	16.6
Subtotal	\$24,370.00	\$287.71	\$24,657.71	\$1,768.96	\$13,316.30	\$11,341.41	54.0
<i>3. Other Services and Charge</i>							
3.11 CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.12 ENGINEERING & ARCH. SERVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.13 LEGAL SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$275.00	\$1,725.00	13.8
3.14 OTHER PROFESSIONAL SERVI	\$8,000.00	\$127.26	\$8,127.26	\$450.00	\$3,358.26	\$4,769.00	41.3
3.21 TELEPHONE	\$12,000.00	\$0.00	\$12,000.00	\$202.37	\$4,570.02	\$7,429.98	38.1
3.22 POSTAGE	\$6,000.00	\$0.00	\$6,000.00	\$49.10	\$2,552.04	\$3,447.96	42.5
3.23 TRAVELING EXPENSE	\$5,500.00	\$0.00	\$5,500.00	\$220.41	\$3,514.35	\$1,985.65	63.9
3.24 PROFESSIONAL MEETINGS	\$7,200.00	\$0.00	\$7,200.00	\$322.49	\$4,764.18	\$2,435.82	66.2
3.25 FREIGHT	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.0
3.26 NETWORKING	\$24,000.00	\$0.00	\$24,000.00	\$20.00	\$5,013.49	\$18,986.51	20.9
3.31 ADVERTISING & PUBLIC NOTIC	\$1,100.00	\$0.00	\$1,100.00	\$32.67	\$827.76	\$272.24	75.3
3.32 OTHER PRINTING	\$200.00	\$0.00	\$200.00	\$150.00	\$282.82	(\$82.82)	141.4
3.41 OFFICIAL BONDS	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
3.42 OTHER INSURANCE	\$14,500.00	\$0.00	\$14,500.00	\$29.00	\$10,325.00	\$4,175.00	71.2
3.51 GAS	\$29,000.00	\$0.00	\$29,000.00	\$75.29	\$8,926.77	\$20,073.23	30.8
3.52 ELECTRICITY	\$51,000.00	\$0.00	\$51,000.00	\$2,323.39	\$22,824.54	\$28,175.46	44.8
3.53 WATER	\$1,000.00	\$0.00	\$1,000.00	\$84.80	\$494.60	\$505.40	49.5
3.54 WASTE DISPOSAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$218.31	\$1,329.25	\$1,170.75	53.2
3.61 BUILDING & STRUCTURES	\$35,000.00	\$1,370.00	\$36,370.00	\$2,645.33	\$26,233.93	\$10,136.07	72.1
3.62 EQUIPMENT	\$12,000.00	\$0.00	\$12,000.00	\$749.79	\$1,104.85	\$10,895.15	9.2

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.71 REAL ESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 EQUIPMENT	\$240.00	\$0.00	\$240.00	\$9.95	\$145.65	\$94.35	60.7
3.91 DUES	\$2,600.00	\$0.00	\$2,600.00	\$85.00	\$2,268.63	\$331.37	87.3
3.92 INTEREST ON TEMPORARY LO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.93 TAXES & ASSESSMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.94 TRANSFER TO LIRF	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$9,600.00	\$30,400.00	24.0
3.95 SERVICE CONTRACTS	\$12,038.00	\$0.00	\$12,038.00	\$763.99	\$6,747.07	\$5,290.93	56.0
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.97 INTERVIEWING & MOVING EXP	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.98 MAINTENANCE CONTRACTS	\$41,500.00	\$0.00	\$41,500.00	\$1,115.00	\$9,653.00	\$31,847.00	23.3
Subtotal	\$308,298.00	\$1,497.26	\$309,795.26	\$9,546.89	\$124,811.21	\$184,984.05	40.3
<i>4. Capital Outlays</i>							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3 IMPROVEMENTS OTHER THAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$29,000.00	\$3,482.00	\$32,482.00	\$69.97	\$5,627.40	\$26,854.60	17.3
4.51 BOOKS	\$150,000.00	(\$675.00)	\$149,325.00	\$17,055.14	\$88,913.56	\$60,411.44	59.5
4.52 PERIODICALS & NEWSPAPERS	\$24,000.00	\$700.00	\$24,700.00	\$86.17	\$20,243.84	\$4,456.16	82.0
4.53 NONPRINTED MATERIALS	\$58,000.00	\$0.00	\$58,000.00	\$1,905.54	\$29,092.20	\$28,907.80	50.2
Subtotal	\$261,000.00	\$3,507.00	\$264,507.00	\$19,116.82	\$143,877.00	\$120,630.00	54.4
Grand Total	\$1,360,788.00	\$5,291.97	\$1,366,079.97	\$96,756.93	\$716,081.77	\$649,998.20	52.4

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Changes to Appropriations

<i>Date</i>	<i>Fund Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Reason</i>
2/22/98	100	4.4	\$70.00	Symantec's PC Anywhere-Rebate
4/14/99	100	3.61	\$544.00	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	3.14	\$127.26	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	2.21	\$26.10	Utica Ins. Claim-Ice Damage, Rens & DeM.
4/14/99	100	2.31	\$236.00	Utica Ins. Claim -Ice Damage, Rens & DeM
5/11/99	100	4.51	(\$700.00)	Approved 10MAY99 Bd. Mtg.
5/11/99	100	4.52	\$700.00	Approved 10MAY99 Bd. Mtg.
6/14/99	100	4.51	\$25.00	Ref.on Lost Bk-C. Coulitsis pd 3/99.
6/14/99	100	3.61	\$826.00	Utica Ins. Claim-Mtg. Rm. Damage, DeM.-A
6/30/99	100	2.23	\$13.43	Reimbursed-Trash Bags-DeM. Friends Gr.
7/26/99	100	4.4	\$3,412.00	Additional Appropriation approved by SBA
7/28/99	100	2.41	\$12.18	Tysen's charge-Reimbursed by V. Carnes,

Register of Claims
Jasper County Public Library

Report Date: From 7/1/99 To 7/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18033	3553	ALCO DISCOUNT STORE #290	OPERATING FUND	LIBRARY SUPPLIES	\$10.64	7/12/99	Children's Program Supplies-Demotte
				Total this claim	<u>\$10.64</u>		
18034	3554	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$1,209.30	7/12/99	Books
			OPERATING FUND	BOOKS	\$1,244.68		
			OPERATING FUND	BOOKS	\$964.80		
			OPERATING FUND	BOOKS	\$641.42		
			OPERATING FUND	BOOKS	\$662.35		
			OPERATING FUND	BOOKS	\$617.17		
			OPERATING FUND	BOOKS	\$96.62		
			OPERATING FUND	BOOKS	\$102.36		
			OPERATING FUND	BOOKS	\$89.99		
			OPERATING FUND	BOOKS	\$212.25		
			OPERATING FUND	BOOKS	\$233.38		
			OPERATING FUND	BOOKS	\$18.72		
			OPERATING FUND	BOOKS	\$19.10		
			RENSSELAER GIFT FU	BOOKS	\$44.04		
			DEMOTTE GIFT FUND	BOOKS	\$34.10		
				Total this claim	<u>\$6,190.28</u>		
18035	3555	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$4.19	7/12/99	Books
			OPERATING FUND	BOOKS	\$1.13		
				Total this claim	<u>\$5.32</u>		
18036	3556	BROWN'S GARDEN SHOPPE	OPERATING FUND	BUILDING & STRUCTURES	\$805.00	7/12/99	Rens. Lawn Maintenance April-3 & May-4 Mowings
				Total this claim	<u>\$805.00</u>		
18037	3557	CHIEF, CDS	OPERATING FUND	BOOKS	\$225.00	7/12/99	Book-Subject Heading
				Total this claim	<u>\$225.00</u>		
18038	3558	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	7/12/99	July '99 Email access
			OPERATING FUND	EQUIPMENT	\$15.00		Canon BJC Printer repairs-Wh
				Total this claim	<u>\$35.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18039	3559	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	7/12/99	July '99 Water Cooler Rental & Water-Wheat
			OPERATING FUND	WATER	\$34.65		
				Total this claim	\$44.60		
18040	3560	DARYL'S PASTRY SHOP	OPERATING FUND	LIBRARY SUPPLIES	\$11.40	7/12/99	Supplies Librarian's Counterpart's Meeting-Rens
				Total this claim	\$11.40		
18041	3561	DAVID C. HURST	OPERATING FUND	OTHER PROFESSIONAL SERV	\$350.00	7/12/99	Budget Workshop-6/11/99
				Total this claim	\$350.00		
18042	3562	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$181.90	7/12/99	Books
			OPERATING FUND	BOOKS	\$391.53		
			OPERATING FUND	BOOKS	\$73.33		
			OPERATING FUND	BOOKS	\$45.27		
				Total this claim	\$692.03		
18043	3563	DAY-TIMERS, INC.	OPERATING FUND	OTHER OFFICE SUPPLIES	\$45.98	7/12/99	Desk Calendar & Organizer-R
				Total this claim	\$45.98		
18044	3564	DEMOTTE CHAMBER OF COM	OPERATING FUND	DUES	\$85.00	7/12/99	DeMotte Membership July '99 - Jun '00
				Total this claim	\$85.00		
18045	3565	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$69.44	7/12/99	Mileage
				Total this claim	\$69.44		
18046	3566	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$14.26	7/12/99	Mileage
				Total this claim	\$14.26		
18047	3567	FILMIC ARCHIVES	OPERATING FUND	NONPRINTED MATERIALS	\$145.70	7/12/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$14.57		
				Total this claim	\$160.27		
18048	3568	FLAGS OVER AMERICA	WHEATFIELD GIFT FU	LIBRARY SUPPLIES	\$20.20	7/12/99	Eagle Flag Ornament-Wheat
				Total this claim	\$20.20		
18049	3569	GALE GROUP	OPERATING FUND	BOOKS	\$102.60	7/12/99	Books
			OPERATING FUND	BOOKS	\$251.75		
			OPERATING FUND	BOOKS	\$16.06		
				Total this claim	\$370.41		
18050	3570	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$13.64	7/12/99	Mileage, Postage & Vertical File Materials
			OPERATING FUND	POSTAGE	\$19.29		
			OPERATING FUND	BOOKS	\$2.00		
				Total this claim	\$34.93		

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<i>Warra Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18051	3571	GAIL JUNG	OPERATING FUND	POSTAGE	\$8.73	7/12/99	DeMotte Petty Cash-Postage
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$6.87		Index dividers,erasers,tablecloths
			OPERATING FUND	LIBRARY SUPPLIES	\$8.44		
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$2.39		
				Total this claim	\$26.43		
18052	3572	GOODWIN FIRE EQUIPMENT	OPERATING FUND	EQUIPMENT	\$40.45	7/12/99	Fire Ext. Inspected-D & R
			OPERATING FUND	EQUIPMENT	\$14.00		
				Total this claim	\$54.45		
18053	3573	H. W. WILSON COMPANY	OPERATING FUND	BOOKS	\$299.00	7/12/99	Public Library Catalog
			OPERATING FUND	BOOKS	\$299.00		R,D & W
			OPERATING FUND	BOOKS	\$299.00		
			OPERATING FUND	BOOKS	\$18.00		
				Total this claim	\$915.00		
18054	3574	HERRMAN & GOETZ, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$478.83	7/12/99	Replace Ignitor, Ballasts & Lampholders-Rens.
				Total this claim	\$478.83		
18055	3575	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$61.99	7/12/99	Floor Cleaner & Sealer
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$13.43		
				Total this claim	\$75.42		
18056	3576	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$260.00	7/12/99	Implementing Automation-9/28/99 Intro. To Networks-8/24/99 Weeding Workshop-7/22/99 Inter. Ref. Workshop-7/13/99
				Total this claim	\$260.00		
18057	3577	INDIANA DEPT.OF WORKFOR	OPERATING FUND	UNEMPLOYMENT COMPENSA	\$663.71	7/12/99	Qtly. Unemployment Compensation Pymt
				Total this claim	\$663.71		
18058	3578	INFO USA MARKETING, INC.	OPERATING FUND	BOOKS	\$495.00	7/12/99	Books
			OPERATING FUND	BOOKS	\$495.00		
			OPERATING FUND	BOOKS	\$30.00		
				Total this claim	\$1,020.00		
18059	3579	INFORMATION & RECORDS A	OPERATING FUND	EQUIPMENT	\$452.44	7/12/99	Repair Microfilm Machine-D
				Total this claim	\$452.44		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18060	3580	INGRAM	OPERATING FUND	BOOKS	\$5.38	7/12/99	Books
			OPERATING FUND	BOOKS	\$25.79		
			OPERATING FUND	BOOKS	\$15.85		
			OPERATING FUND	BOOKS	\$7.75		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$4.78		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$2.39		
			OPERATING FUND	BOOKS	\$4.37		
			Total this claim		\$71.69		
18061	3581	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$92.68	7/12/99	Books & Video's
			OPERATING FUND	BOOKS	\$376.60		
			OPERATING FUND	BOOKS	\$59.79		
			OPERATING FUND	BOOKS	\$53.54		
			OPERATING FUND	BOOKS	\$19.16		
			OPERATING FUND	BOOKS	\$270.86		
			OPERATING FUND	BOOKS	\$359.10		
			OPERATING FUND	BOOKS	\$84.59		
			OPERATING FUND	BOOKS	\$94.05		
			OPERATING FUND	NONPRINTED MATERIALS	\$107.84		
			OPERATING FUND	NONPRINTED MATERIALS	\$62.88		
			OPERATING FUND	NONPRINTED MATERIALS	\$10.69		
			Total this claim		\$1,591.78		
18062	3582	JACKSON STRIPING	OPERATING FUND	BUILDING & STRUCTURES	\$350.00	7/12/99	Restripe-R, D & W
			OPERATING FUND	BUILDING & STRUCTURES	\$250.00		
			OPERATING FUND	BUILDING & STRUCTURES	\$95.00		
			Total this claim		\$695.00		
18063	3583	KOEN BOOK DISTRIBUTORS, I	OPERATING FUND	BOOKS	\$33.90	7/12/99	Books
			OPERATING FUND	BOOKS	\$97.45		
			OPERATING FUND	BOOKS	\$176.34		
			OPERATING FUND	BOOKS	\$9.23		
			Total this claim		\$316.92		
18064	3584	KOLORTECH, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$460.60	7/12/99	120 Fluorescent Bulbs
			Total this claim		\$460.60		

<i>Warra.</i> <i>Number</i>	<i>Claim</i> <i>Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18065	3585	LEANNE YORK	OPERATING FUND	TRAVELING EXPENSE	\$13.64	7/12/99	Mileage
				Total this claim	\$13.64		
18066	3586	LEISURE ARTS	OPERATING FUND	BOOKS	\$24.96	7/12/99	Book
			OPERATING FUND	BOOKS	\$4.95		
				Total this claim	\$29.91		
18067	3587	LITTLE COUSIN JASPER COU	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$16.67	7/12/99	1 Day Booth-9/11/99
				Total this claim	\$16.67		
18068	3588	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$57.35	7/12/99	Mileage, Budget Wrkshp Expense,
			OPERATING FUND	PROFESSIONAL MEETINGS	\$27.50		Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$193.86		
				Total this claim	\$278.71		
18069	3589	M W INSURANCE AGENCY	OPERATING FUND	OTHER INSURANCE	\$29.00	7/12/99	Workers Comp. Audit
				Total this claim	\$29.00		4/16/98 - 4/16/99
18070	3590	M. LEE SMITH PUBLISHERS LL	OPERATING FUND	PERIODICALS & NEWSPAPER	\$71.75	7/12/99	Ind. Employment Law Center
			HOST/HOSPITALITY F	PERIODICALS & NEWSPAPER	\$215.25		to 10/00
				Total this claim	\$287.00		
18071	3591	MICROMARKETING ASSOCIAT	OPERATING FUND	NONPRINTED MATERIALS	\$29.90	7/12/99	Vidoe's
			OPERATING FUND	NONPRINTED MATERIALS	\$3.60		
				Total this claim	\$33.50		
18072	3592	NONPROFIT RESOURCE NET	OPERATING FUND	PROFESSIONAL MEETINGS	\$30.00	7/12/99	Volunteers Workshop
				Total this claim	\$30.00		7/20/99-Weed
18073	3593	OFFICEWORKS, INC	OPERATING FUND	REPAIR PARTS	\$32.00	7/12/99	Pneumatic Cylinder for Chair-D
				Total this claim	\$32.00		
18074	3594	ON CUE #6106	OPERATING FUND	NONPRINTED MATERIALS	\$378.28	7/12/99	CD's, Video's &
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$3.27		CD opener tool
				Total this claim	\$381.55		
18075	3595	OOMS DISPOSAL SERVICE IN	OPERATING FUND	WASTE DISPOSAL SERVICES	\$47.00	7/12/99	Waste Disposal Demotte
				Total this claim	\$47.00		July - Sept '99
18076	3596	PARTS NOW!	OPERATING FUND	EQUIPMENT	\$105.00	7/12/99	Part for Bubble Jet Printer-Wh
				Total this claim	\$105.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18077	3597	PATTY STRINGFELLOW	OPERATING FUND	TRAVELING EXPENSE	\$52.08	7/12/99	Mileage & Expense for
			OPERATING FUND	PROFESSIONAL MEETINGS	\$4.99		HTML Workshop
				Total this claim	\$57.07		
18078	3598	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$85.00	7/12/99	Clean gutters & pick up tree limbs, repair desk trim, lights & stool, hang pictures.
				Total this claim	\$85.00		
18079	3599	PRECISION CONTROL SYSTE	OPERATING FUND	MAINTENANCE CONTRACTS	\$1,115.00	7/12/99	Qrtly. Maint. JUN - AUG '99;D & R
			OPERATING FUND	BUILDING & STRUCTURES	\$441.50		Wired CC Heaters, Air Dampers not opening, Bad AO point.
				Total this claim	\$1,556.50		
18080	3600	PUBLIC EMPLOYEES' RETIRE	OPERATING FUND	EMPLOYER'S CONTRIB.- PER	\$6,962.50	7/12/99	2nd Quarter Payment "99
			P.E.R.F.	SALARIES AND WAGES	\$4,177.45		
				Total this claim	\$11,139.95		
18081	3601	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$994.54	7/12/99	Tape,Labels,Paper,Toner Cart., Paper Clips,Liq. Paper,Inkjet Cart.
				Total this claim	\$994.54		
18082	3602	R I D, Inc.	OPERATING FUND	POSTAGE	\$21.08	7/12/99	Shipping Charges
				Total this claim	\$21.08		
18083	3603	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$144.00	7/12/99	Audio Books
			OPERATING FUND	NONPRINTED MATERIALS	\$9.40		
				Total this claim	\$153.40		
18084	3604	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	7/12/99	Books
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$3.38		
				Total this claim	\$30.35		
18085	3605	RENSSELAER REPUBLICAN	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$16.00	7/12/99	Ad. Rens. Page Position 5/27 -5/31/99
				Total this claim	\$16.00		
18086	3606	RUSS' PRINT SHOP	OPERATING FUND	OTHER PRINTING	\$150.00	7/12/99	Notepads for Marketing
				Total this claim	\$150.00		
18087	3607	SANDRA GERSBACH	OPERATING FUND	OTHER PERSONAL SERVICES	\$330.00	7/12/99	Window Washing, Dust Blinds and Shelves
				Total this claim	\$330.00		
18088	3608	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$763.99	7/12/99	Transport Service;6/4 - 6/25/99
				Total this claim	\$763.99		

<i>Warran Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18089	3609	SIMPLEX TIME RECORDER C	OPERATING FUND	EQUIPMENT	\$122.90	7/12/99	12 volt Battery-Wheat
				Total this claim	<u>\$122.90</u>		
18090	3610	TELECOMM INDUSTRIES	OPERATING FUND	REPAIR PARTS	\$14.75	7/12/99	Telephone Cords
				Total this claim	<u>\$14.75</u>		
18091	3611	THOMAS T. BEELER, PUBLISH	OPERATING FUND	BOOKS	\$14.39	7/12/99	Large Print Book
			OPERATING FUND	BOOKS	\$1.78		
				Total this claim	<u>\$16.17</u>		
18092	3612	TIM RAYN	OPERATING FUND	OTHER PROFESSIONAL SERV	\$33.34	7/12/99	Deposit-Summer Reading
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$33.33		Program 2000.R,D & W
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$33.33		
				Total this claim	<u>\$100.00</u>		
18093	3613	TREASURER OF THE STATE O	OPERATING FUND	BOOKS	\$4.00	7/12/99	Roster of State & Local Officials
			OPERATING FUND	BOOKS	\$4.00		
			OPERATING FUND	BOOKS	\$4.00		
				Total this claim	<u>\$12.00</u>		
18094	3614	TYSEN'S COUNTRY GROCER	OPERATING FUND	LIBRARY SUPPLIES	\$25.94	7/12/99	Focus Group & Children's
			OPERATING FUND	LIBRARY SUPPLIES	\$9.12		Program Supplies
				Total this claim	<u>\$35.06</u>		
18095	3615	UNIQUE BOOKS, INC.	OPERATING FUND	BOOKS	\$1,125.54	7/12/99	Books & Video's
			OPERATING FUND	BOOKS	\$1,739.02		
			OPERATING FUND	BOOKS	\$796.37		
			OPERATING FUND	BOOKS	\$845.05		
			OPERATING FUND	BOOKS	\$850.36		
			OPERATING FUND	BOOKS	\$299.80		
			OPERATING FUND	BOOKS	\$169.69		
			OPERATING FUND	NONPRINTED MATERIALS	\$334.31		
			OPERATING FUND	NONPRINTED MATERIALS	\$10.03		
				Total this claim	<u>\$6,170.17</u>		
18096	3616	W.T.COX SUBCRIPTIONS, INC.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$14.42	7/12/99	CrossStitch & Needlework
				Total this claim	<u>\$14.42</u>		Start 5/1/99
18097	3617	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$140.00	7/12/99	Mow Lawn-5/4,5/11,5/18,
				Total this claim	<u>\$140.00</u>		5/25/99

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18098	3618	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$40.19	7/12/99	Survey & Program Supplies, Clip Boards, Video Tape, Video's, Camera & Film
			OPERATING FUND	LIBRARY SUPPLIES	\$19.12		
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$8.29		
			OPERATING FUND	NONPRINTED MATERIALS	\$460.48		
			OPERATING FUND	FURNITURE & EQUIPMENT	\$69.97		
			SATELLITE FUND	LIBRARY SUPPLIES	\$9.97		
				Total this claim	\$608.02		
0	3619	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	7/9/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$22,757.34		
			OPERATING FUND	WAGES OF JANITORS	\$1,435.36		
				Total this claim	\$26,051.70		
18099	3620	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$1,852.56	7/9/99	Health Ins. Premium JUL '99 12 Employees
		#125 PLAN		SALARIES AND WAGES	\$1,260.33		
				Total this claim	\$3,112.89		
18100	3621	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,095.28	7/9/99	Withheld from Payroll 7/9/99 Daugherty, Kooy, Kopanda, Fagen, Schulenberg, Filson, Stringfellow, Woods, Maxwell, Weed.
				Total this claim	\$1,095.28		
18101	3622	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	7/9/99	Local Telephone Service Demotte-July '99
				Total this claim	\$26.07		
18102	3623	SPRINT	OPERATING FUND	TELEPHONE	\$108.12	7/9/99	Long Distance Jun '99
			OPERATING FUND	TELEPHONE	\$43.84		
			OPERATING FUND	TELEPHONE	\$24.34		
				Total this claim	\$176.30		
18103	3624	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	7/9/99	Demotte Sewer Service; Jun '99
				Total this claim	\$45.66		
18104	3625	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	7/9/99	Sewer Service Wheatfield Jul '99
				Total this claim	\$41.05		
0	3626	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,944.75	7/9/99	FICA & Federal Tax Withheld 09 Jul 99 Ref #69178641, transfer 12 Jul 99
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,944.75		
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,504.23		
				Total this claim	\$6,393.73		

<i>Warra. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	3627	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,835.11	7/20/99	State & Local Tax Withheld JUL 99- Verif. #27, Ref. #97027, transferred 7/20/
			CO TAX COLLECTED	SALARIES AND WAGES	\$522.11		
			Total this claim		<u>\$2,357.22</u>		
0	3628	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	7/23/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,128.42		
			OPERATING FUND	WAGES OF JANITORS	\$1,467.67		
			Total this claim		<u>\$26,455.09</u>		
18106	3629	ANTHEM LIFE	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$88.35	7/23/99	8/1/99 Premium-19 Lives
			Total this claim		<u>\$88.35</u>		
18107	3630	CITY OF RENSSELAER	OPERATING FUND	GAS	\$68.41	7/23/99	Rensselaer Utilities-6/8-7/9/99
			OPERATING FUND	ELECTRICITY	\$1,504.86		
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$84.60		
			Total this claim		<u>\$1,708.02</u>		
18108	3631	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,095.28	7/23/99	Withheld from 23 JUL 99 Payroll - Daugherty, Kopanda, Schulenberg, Kooy Stringfellow, Weed, Woods, Maxwell
			Total this claim		<u>\$1,095.28</u>		
18109	3632	NIPSCO	OPERATING FUND	GAS	\$6.88	7/23/99	Wheatfield Utilities-6/14-7/14/99
			OPERATING FUND	ELECTRICITY	\$818.53		
			Total this claim		<u>\$825.41</u>		
0	3633	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,975.60	7/23/99	FICA & FED Tax Withheld 23 JUL 99 Ref. #70647517, Transfer 26 JUL 99
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,975.60		
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,610.58		
			Total this claim		<u>\$6,561.78</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
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Total Amount of Claims \$116,101.21

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, July 30, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 10 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$116,101.21

Date this 9th day of August, 1999.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JASPER COUNTY PUBLIC LIBRARY

Receipt Breakdown

July 31, 1999

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
F & FEES:			\$1,830.99	\$16,377.42
DeMotte	\$664.89	\$6,063.35		
Rensselaer	\$697.16	\$6,341.74		
Wheatfield	\$468.94	\$3,972.33		
PHOTOCOPIES:			\$597.28	\$4,211.52
DeMotte	\$202.30	\$1,562.32		
Rensselaer	\$301.88	\$2,010.89		
Wheatfield	\$93.10	\$638.31		
CARDS:			\$70.00	\$483.00
DeMotte	\$24.00	\$178.00		
Rensselaer	\$18.00	\$217.00		
Wheatfield	\$28.00	\$88.00		
BOOK/EQUIPMENT SALES:			\$0.00	\$430.70
COMPUTER DISKS:			\$4.80	\$20.25
INTEREST:			\$1,025.43	\$8,267.78
TAXES:			\$2,749.00	\$594,535.72
Property Tax	\$0.00	\$343,662.60		
Financial Institution Tax	\$0.00	\$873.00		
License Excise Tax	\$0.00	\$35,760.62		
Local Option/Certified Shares	\$0.00	\$189,851.50		
Local Option/Property Tax Repl.	\$0.00	\$21,639.00		
State Distribution	\$2,749.00	\$2,749.00		
REFUNDS:			\$26.18	\$6,119.55
Insurance	\$0.00	\$2,898.36		
Elron Software	\$0.00	\$2,882.00		
PC Anywhere	\$0.00	\$70.00		
Energizer Batteries	\$0.00	\$8.60		
Panasonic Batteries	\$0.00	\$40.00		
Armchair Detective '98 Subscripti	\$0.00	\$31.00		
Tru-Green '98 (Non-Service)	\$0.00	\$51.00		
Universal Service Fund	\$0.00	\$98.98		
Demotte Friends of Library-Trash	\$0.00	\$13.43		
Reimbursement/Weeding Wkshp	\$12.18	\$12.18		
Peg Benner/Damaged Cass.	\$14.00	\$14.00		
	\$0.00	\$0.00		
	\$0.00	\$0.00		
TOTAL OPERATING FUND RECEIPTS.....			\$6,303.68	\$630,445.94
PLAC FUND:			\$0.00	\$23.00
GIFT FUNDS:			\$50.00	\$2,271.85
DeMotte	\$0.00	\$355.00		
Rensselaer	\$50.00	\$1,791.65		
Wheatfield	\$0.00	\$125.20		
LIBRARY IMPROVEMENT FUND:			\$196.85	\$1,361.99
BOND & INTEREST REDEMPTION FUN			\$0.00	\$219,991.06
Property Tax	\$0.00	\$198,799.51		
Financial Institution Tax	\$0.00	\$505.00		
License Excise Tax	\$0.00	\$20,686.55		
HOST/HOSPITALITY FUND:			\$143.50	\$962.06
ORAL HISTORY GRANT FUND:			\$0.00	\$0.00
RECIPROCAL BORROWING:			\$0.00	\$0.00
LI EXCESS FUND:			\$0.00	\$0.00
SA LITE FUND:			\$0.00	\$0.00
INDIANA TECHNOLOGY GRANT FUND:			\$0.00	\$0.00
STATE TECHNOLOGY GRANT 1997:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$0.00	\$0.00
CASH CHANGE FUND (transf.\$10/Oper			\$0.00	\$10.00
SUB-TOTAL (page 1).....			\$6,694.03	\$855,065.90

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
WITHHOLDING ACCOUNT FUNDS:				
FIT Tax Collected	\$5,114.81	\$37,069.21	\$16,056.21	\$113,631.17
FICA Collected	\$3,920.35	\$27,618.67		
State Tax Collected	\$1,729.27	\$12,183.63		
County Tax Collected	\$490.88	\$3,464.73		
INDIANA Deferred Comp	\$2,190.56	\$14,440.23		
#125 Plan	\$1,260.32	\$9,021.16		
Health/Life Insurance	\$0.00	\$6.00		
PERF	\$1,350.02	\$9,535.76		
Credit Union	\$0.00	\$291.78		
TOTAL RECEIPTS - ALL FUNDS.....			\$22,750.24	\$968,697.07

Register Of Claims
Jasper County Public Library

Report Date: From 8/2/99 To 8/9/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18118	3634	A & S PLUMBING & HEATING	OPERATING FUND	BUILDING & STRUCTURES	\$89.50	8/9/99	Kitchen Faucet Repairs-DeM. Lib.
				Total this claim	\$89.50		
18119	3635	ACE HARDWARE	OPERATING FUND	CLEANING & SANITATION SUP	\$17.91	8/9/99	Filters, The Works, Caulk Gun,
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$14.39		Bolts & Washers
				Total this claim	\$32.30		
18120	3636	Al's Construction, Inc.	OPERATING FUND	BUILDING & STRUCTURES	\$35.00	8/9/99	Check attic for Water Damage-Wh
				Total this claim	\$35.00		
18121	3637	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$198.00	8/9/99	Jul & Aug '99 Financial Comp.
							Service Contract
				Total this claim	\$198.00		
18122	3638	BAKER & TAYLOR ENTERTAIN	OPERATING FUND	NONPRINTED MATERIALS	\$14.35	8/9/99	Videos
				Total this claim	\$14.35		
18123	3639	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$2,951.31	8/9/99	Books & AV
			OPERATING FUND	BOOKS	\$649.41		
			OPERATING FUND	BOOKS	\$986.72		
			OPERATING FUND	BOOKS	\$508.67		
			OPERATING FUND	BOOKS	\$463.11		
			OPERATING FUND	BOOKS	\$531.37		
			OPERATING FUND	BOOKS	\$91.79		
			OPERATING FUND	BOOKS	\$146.15		
			OPERATING FUND	BOOKS	\$42.38		
			OPERATING FUND	BOOKS	\$123.67		
			OPERATING FUND	BOOKS	\$218.15		
			OPERATING FUND	BOOKS	\$60.16		
			OPERATING FUND	BOOKS	\$22.00		
			DEMOTTE GIFT FUND	BOOKS	\$19.95		
			OPERATING FUND	NONPRINTED MATERIALS	\$10.17		
			OPERATING FUND	NONPRINTED MATERIALS	\$9.59		
				Total this claim	\$6,834.60		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18124	3640	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$14.68	8/9/99	Books
			OPERATING FUND	BOOKS	\$1.58		
				Total this claim	\$16.26		
18125	3641	CAMPBELL PRINTING COMPA	OPERATING FUND	STATIONERY AND PRINTING	\$26.78	8/9/99	Business Cards-Stringfellow
				Total this claim	\$26.78		
18126	3642	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$35.34	8/9/99	Film, Developing & Mileage
			OPERATING FUND	LIBRARY SUPPLIES	\$7.54		
				Total this claim	\$42.88		
18127	3643	CHRISTIAN BOOK DISTRIBUT	OPERATING FUND	NONPRINTED MATERIALS	\$126.60	8/9/99	Videos & CD Rom's
				Total this claim	\$126.60		
18128	3644	CONSUMER ELECTRONICS S	OPERATING FUND	EQUIPMENT	\$61.00	8/9/99	Reprogram Satellite-Rens
				Total this claim	\$61.00		
18129	3645	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	8/9/99	August E-mail Access
				Total this claim	\$20.00		
18130	3646	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	8/9/99	Aug '99 Water Cooler Rental-W
				Total this claim	\$9.95		
18131	3647	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$23.32	8/9/99	Books
			OPERATING FUND	BOOKS	\$31.42		
			OPERATING FUND	BOOKS	\$89.99		
			OPERATING FUND	BOOKS	\$10.13		
				Total this claim	\$154.86		
18132	3648	DEMCO	OPERATING FUND	LIBRARY SUPPLIES	\$89.76	8/9/99	Video cases, Fastape, Bubble Mailers,
			OPERATING FUND	LIBRARY SUPPLIES	\$10.36		Bk Cleaner,
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$19.60		
			OPERATING FUND	NONPRINTED MATERIALS	\$137.46		
				Total this claim	\$257.18		
18133	3649	DEYOUNG PLUMB, HTG, & AIR	OPERATING FUND	BUILDING & STRUCTURES	\$246.00	8/9/99	A/C Service- Wheatfield
				Total this claim	\$246.00		
18134	3650	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$17.36	8/9/99	Mileage
				Total this claim	\$17.36		
18135	3651	DIANE OPOLSKI	OPERATING FUND	TRAVELING EXPENSE	\$13.64	8/9/99	Mileage-Ref Wrkshp
				Total this claim	\$13.64		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18136	3652	FACTS ON FILE, INC.	OPERATING FUND	BOOKS	\$81.00	8/9/99	Continuation Books
			OPERATING FUND	BOOKS	\$81.00		
			OPERATING FUND	BOOKS	\$81.00		
			OPERATING FUND	BOOKS	\$17.01		
				Total this claim	\$260.01		
18137	3653	FASE'S WATER TREATMENT	OPERATING FUND	OTHER OPERATING SUPPLIE	\$52.50	8/9/99	Redout-Demotte
				Total this claim	\$52.50		
18138	3654	FRIENDS OF THE DEMOTTE LI	OPERATING FUND	BOOKS	\$15.00	8/9/99	Book-Grand Marsh of Kankakee
				Total this claim	\$15.00		
18139	3655	GAIL JUNG	OPERATING FUND	POSTAGE	\$28.02	8/9/99	Rens. Petty Cash-Postage, Soap, Cards, Film, NICLL Mtg. Supplies, Children's Prog. Supplies
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$5.09		
			OPERATING FUND	LIBRARY SUPPLIES	\$5.89		
			OPERATING FUND	LIBRARY SUPPLIES	\$1.99		
			OPERATING FUND	LIBRARY SUPPLIES	\$0.97		
				Total this claim	\$41.96		
18140	3656	GALE GROUP	OPERATING FUND	BOOKS	\$213.75	8/9/99	Books
			OPERATING FUND	BOOKS	\$10.51		
				Total this claim	\$224.26		
18141	3657	GOODWIN FIRE EQUIPMENT	OPERATING FUND	EQUIPMENT	\$12.00	8/9/99	6 fire ext.-inspected & tagged-Wh
				Total this claim	\$12.00		
18142	3658	GROLIER EDUCATIONAL COR	OPERATING FUND	BOOKS	\$1,144.00	8/9/99	Books
			OPERATING FUND	BOOKS	\$1,144.00		
			OPERATING FUND	BOOKS	\$1,144.00		
			OPERATING FUND	BOOKS	\$205.92		
				Total this claim	\$3,637.92		
18187	3659	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$7.29	8/9/99	Service Contracts-Mita Copier-D calculator ink rollers
			OPERATING FUND	MAINTENANCE CONTRACTS	\$1,029.01		
				Total this claim	\$1,036.30		
18144	3660	HIGHSMITH CO. INC.	OPERATING FUND	OTHER OFFICE SUPPLIES	\$3.17	8/9/99	Magazine Binders & Nameplate
			OPERATING FUND	LIBRARY SUPPLIES	\$71.12		
				Total this claim	\$74.29		
18145	3661	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$32.97	8/9/99	Stain Remover & Mop/Bucket-Wh
			OPERATING FUND	FURNITURE & EQUIPMENT	\$54.86		
				Total this claim	\$87.83		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18146	3662	I.I.R. CEM	OPERATING FUND	PROFESSIONAL MEETINGS	\$245.00	8/9/99	Record Keeping Wrkshp 9/8/99-Jung
				Total this claim	<u>\$245.00</u>		
18147	3663	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$21.00	8/9/99	Bkkeeping Wrkshp Nov 8,1999-Daugherty,Jung, Rusher
				Total this claim	<u>\$21.00</u>		
18148	3664	INDIANA ONLINE USERS GRO	OPERATING FUND	DUES	\$30.00	8/9/99	Membership Registration Sringfellow & Evers
				Total this claim	<u>\$30.00</u>		
18149	3665	INDIANAPOLIS NEWSPAPERS,	OPERATING FUND	PERIODICALS & NEWSPAPER	\$234.00	8/9/99	Annual Subscrip-Demotte 8/21/99 - 8/19 00
				Total this claim	<u>\$234.00</u>		
18150	3666	INGRAM	OPERATING FUND	BOOKS	\$10.79	8/9/99	Books
			OPERATING FUND	BOOKS	\$23.10		
			OPERATING FUND	BOOKS	\$10.45		
			OPERATING FUND	BOOKS	\$8.08		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$4.78		
			OPERATING FUND	BOOKS	\$3.86		
				Total this claim	<u>\$64.05</u>		
18151	3667	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$43.17	8/9/99	Books & Videos
			OPERATING FUND	BOOKS	\$284.49		
			OPERATING FUND	BOOKS	\$118.28		
			OPERATING FUND	BOOKS	\$15.18		
			OPERATING FUND	BOOKS	\$330.38		
			OPERATING FUND	BOOKS	\$59.87		
			OPERATING FUND	BOOKS	\$10.35		
			OPERATING FUND	BOOKS	\$47.91		
			OPERATING FUND	BOOKS	\$73.36		
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	NONPRINTED MATERIALS	\$17.96		
			OPERATING FUND	NONPRINTED MATERIALS	\$26.92		
				Total this claim	<u>\$1,032.66</u>		
18152	3668	JACKIE SAXON	OPERATING FUND	TRAVELING EXPENSE	\$60.76	8/9/99	Mascot for Libraries & Mileage
			RENSELAER GIFT FU	FURNITURE & EQUIPMENT	\$89.95		
				Total this claim	<u>\$150.71</u>		

<i>War Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18153	3669	J B'S LOCK & KEY SERVICE	OPERATING FUND	BUILDING & STRUCTURES	\$75.00	8/9/99	Clean & Lube 2 Entrance doors
				Total this claim	\$75.00		
18154	3670	KATHRYN B. WEED	OPERATING FUND	TRAVELING EXPENSE	\$28.80	8/9/99	Mileage-Volunteer Wrkshp
				Total this claim	\$28.80		
18155	3671	KEM'S TRUSTWORTHY HARD	OPERATING FUND	OTHER OPERATING SUPPLIE	\$15.96	8/9/99	Lawn Sprinkler
				Total this claim	\$15.96		
18156	3672	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$39.06	8/9/99	Postage, Mileage, Budget Wrkshp Supplies
			OPERATING FUND	PROFESSIONAL MEETINGS	\$6.82		
			OPERATING FUND	POSTAGE	\$2.98		
				Total this claim	\$48.86		
18157	3673	MICROMARKETING,LLC	OPERATING FUND	NONPRINTED MATERIALS	\$45.00	8/9/99	Audio Cassettes
			OPERATING FUND	NONPRINTED MATERIALS	\$3.30		
				Total this claim	\$48.30		
18158	3674	NIPSCO	OPERATING FUND	GAS	\$85.14	8/9/99	DeMotte Utilities 6/16/99 - 7/16/99
			OPERATING FUND	ELECTRICITY	\$1,854.56		
				Total this claim	\$1,939.70		
18159	3675	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	8/9/99	Local Telephone Service DeMotte-Aug '99
				Total this claim	\$26.07		
18160	3676	ON CUE #6106	OPERATING FUND	NONPRINTED MATERIALS	\$57.87	8/9/99	CD-Roms
				Total this claim	\$57.87		
18161	3677	PATTY STRINGFELLOW	OPERATING FUND	TRAVELING EXPENSE	\$13.64	8/9/99	Mileage
				Total this claim	\$13.64		
18162	3678	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$30.00	8/9/99	Change Lights & Repair Towel Holder-DeMotte
				Total this claim	\$30.00		
18163	3679	POST TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$156.00	8/9/99	Annual Subscription-DeMotte 7/8/99 - 7/8/00
				Total this claim	\$156.00		
18164	3680	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$754.00	8/9/99	2000-.33;100-.50;40-\$1.00;100-.03; 100-.01
				Total this claim	\$754.00		
18165	3681	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$835.00	8/9/99	3-Way Heating Valve Leaking-Dem Relief Valve Malfunction, A/C compressor check-Ren
			OPERATING FUND	BUILDING & STRUCTURES	\$384.00		
				Total this claim	\$1,219.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18166	3682	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$213.02	8/9/99	Glue Sticks, Scissors, Crayons, Pencils, Dots, Planner, Pens, Note Pads, Tape, Highlighter, Thermal Ribbon
			OPERATING FUND	LIBRARY SUPPLIES	\$52.88		
				Total this claim	<u>\$265.90</u>		
18167	3683	R.R. BOWKER	OPERATING FUND	BOOKS	\$246.95	8/9/99	Library Directory; 99-00
			OPERATING FUND	BOOKS	\$17.29		
				Total this claim	<u>\$264.24</u>		
18168	3684	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	8/9/99	Books
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$2.93		
				Total this claim	<u>\$29.90</u>		
18169	3685	RENEE CARR	OPERATING FUND	TRAVELING EXPENSE	\$13.64	8/9/99	Mileage
				Total this claim	<u>\$13.64</u>		
18170	3686	RENSSELAER REPUBLICAN	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$190.09	8/9/99	Notice to Taxpayers Ad, Multi Dept. Help Wanted Ad
				Total this claim	<u>\$190.09</u>		
18171	3687	SCHULTZ TV & ELECTRONICS	OPERATING FUND	OTHER OPERATING SUPPLIE	\$5.58	8/9/99	Doorbell Batteries-Demotte
				Total this claim	<u>\$5.58</u>		
18172	3688	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$763.99	8/9/99	Transport Service 7/2 - 7/23/99
				Total this claim	<u>\$763.99</u>		
18173	3689	SELECTVIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$119.75	8/9/99	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$9.50		
				Total this claim	<u>\$129.25</u>		
18174	3690	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$238.08	8/9/99	Mileage-NICLL Mtg.
				Total this claim	<u>\$238.08</u>		
18175	3691	STANDARD & POOR'S CORP.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$1,726.40	8/9/99	Continuation Books
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$1,726.40		
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$624.00		
				Total this claim	<u>\$4,076.80</u>		
18176	3692	STEPHANIE FILSON	OPERATING FUND	TRAVELING EXPENSE	\$30.38	8/9/99	Mileage
				Total this claim	<u>\$30.38</u>		
18177	3693	THOMAS T. BEELER, PUBLISH	OPERATING FUND	BOOKS	\$35.91	8/9/99	Books
			OPERATING FUND	BOOKS	\$2.23		
				Total this claim	<u>\$38.14</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18178	3694	TOM KROOSWYK PLMBG, HT	OPERATING FUND	BUILDING & STRUCTURES	\$135.00	8/9/99	Replaced burned wire,added freon-Whe
Total this claim					<u>\$135.00</u>		
18179	3695	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	8/9/99	Sewer service-Jun '99-DeMotte
Total this claim					<u>\$45.66</u>		
18180	3696	TYSEN'S COUNTRY GROCER	OPERATING FUND	CLEANING & SANITATION SUP	\$70.28	8/9/99	Children's Prog.Supplies,bowl cleaner, pledge,glass cleaner,mop refill,soap, bloo bowl,renuzit
			OPERATING FUND	LIBRARY SUPPLIES	\$11.34		
Total this claim					<u>\$81.62</u>		
18181	3697	UNIQUE BOOKS, INC.	OPERATING FUND	BOOKS	\$33.61	8/9/99	Books
			OPERATING FUND	BOOKS	\$52.46		
			OPERATING FUND	BOOKS	\$29.10		
			OPERATING FUND	BOOKS	\$19.91		
			OPERATING FUND	BOOKS	\$19.91		
			OPERATING FUND	BOOKS	\$18.95		
			OPERATING FUND	BOOKS	\$5.22		
Total this claim					<u>\$179.16</u>		
18182	3698	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$356.17	8/9/99	11 Initial Placements & secondary collection placements
Total this claim					<u>\$356.17</u>		
18183	3699	VIKING OFFICE PRODUCTS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$60.41	8/9/99	Paper & Security Envelopes
Total this claim					<u>\$60.41</u>		
18184	3700	W.T.COX SUBCRIPTIONS, INC.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$37.00	8/9/99	Video Librarian Subscription-Annual 8/1/99 - 8/1/00
Total this claim					<u>\$37.00</u>		
18185	3701	WAL-MART STORES, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$131.34	8/9/99	Video's
Total this claim					<u>\$131.34</u>		
18186	3702	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$175.00	8/9/99	Lawn Maintenance-DeMotte 6/1;6/8;6/15;6/22 & 6/29/99
Total this claim					<u>\$175.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
---------------------------	-------------------------	-------------------------	-------------	----------------	---------------	-------------	--------------------

Total Amount of Claims \$27,076.30

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, August 03, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 8 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$27,076.30

Date this 9th day of August, 1999.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

SEPT.

AGENDA

Jasper County Public Library Board of Trustees Monthly Meeting
Monday, September 13, 1999, 7:00 PM
Wheatfield Library

Purpose

Opening of meeting

Moment of silence

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of meeting (R 1 - R 2)
- B. Bills/Financial Reports (F)
- C. Revised salary ordinance (R 7)

General Business

- A. Budget adoption(R 17)
- B. Wheatfield Librarian and Children's Specialist Reports
- C. LIRF appropriation reduction (R 11-R12)
- D. Appointment of board secretary (R 17)
- E. NILBA meeting, ILF District meeting (R 18)
- F. Director Evaluation procedure
- G. Tax Abatement Requests: Public Hearings

Action
Information
Action
Action
Information
Information
Discussion

Director's Report (R 21-R 25)

Discussion

Items for future Agendas

Public Forum

Adjournment

Minutes August 9, 1999
Meeting of the Jasper County Public Library Board 7:00 PM
Rensselaer Library

Present: Roger Walstra, Mark Heinig, Sue Deardorff, Lynn Daugherty, and Joan Floyd (per teleconferencing). **Absent:** Anne-Marie Egan, Jim Staton, & Donald Abel

Director's Report: After comparing the kilowatt hours of electricity consumed at the DeMotte Library and the Rensselaer Library over the past two and a half years, it was determined the DeMotte Library used less electrical power than at Rensselaer. This appeared to be in-line, considering Rensselaer Library is open more hours and the computer network is housed at Rensselaer. However, it was noted that the cost was almost double at DeMotte because of the different electrical utilities supplying power.

Migration Meeting: A committee of board and staff met to begin their study. They anticipate bringing their recommendation for the next-generation library automated system to the Board by June 2000.

Long Range Planning Session: A catered lunch will be provided for the Long-Range Planning Meeting scheduled on August 25th. Members will meet from 10:00 AM to 2:00 PM.

The director is in the process of compiling information for the meeting from the surveys and gathering statistics to assist in the developing a Five-year Plan. A Library Scan document was prepared as an overview from 1994-1998. Board members present briefly commented on the statistics.

Budget Hearing: At 7:10 PM the Board President allowed time for taxpayers to be heard regarding the advertised 2000 budget. With no persons being present to address the issue, the hearing was closed.

At this time the Board moved the meeting to the Director's Office to allow for teleconferencing with board member, Joan Floyd, to provide the necessary quorum to conduct business.

Agenda & Consent Agenda: M. Heinig moved, seconded by S. Deardorff, to approve the Agenda and Consent Agenda items including the July Minutes, Bills/Financial Reports, Salary Ordinance Update, Incalsa Board Appointment, and Workshop attendance for S. Maxwell. Motion passed.

Transfer of building repair funds: On a motion by S. Deardorff, seconded by M. Heinig, the board voted to pay for the DeMotte heating pipe repiping project from 3.94 Transfer to LIRF in the Operating Fund, rather than from the LIRF (Library Improvement Reserve Fund) itself. At the end of the year, the board will consider this \$9,600 expenditure and transfer less than planned from 3.94 into LIRF.

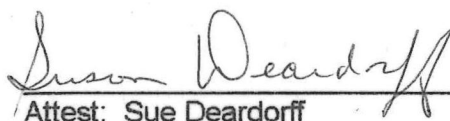
Assistant Treasurer: The resignation of D. Abel leaves the position of Secretary and Assistant Treasurer open. On a motion by S. Deardorff, seconded by J. Floyd, M. Heinig was approved as the Assistant Treasurer for the balance of 1999.

The Nominating Committee of R. Walstra, M. Heinig, and J. Floyd will propose a new Board Secretary. This position will be filled at the September Board Meeting.

Board Development: Discussion of the library's materials weeding procedure was tabled until the next board meeting.

Filtering Complaint: The board received a letter from a patron requesting Internet filtering for children. Staff originally explained the library's position to the patron. R. Walstra also will speak to the person regarding board policy, the freedom of information for all individuals, and thank her for expressing her concerns on this issue.

With no further business to discuss, the meeting adjourned at 7:30 PM on a motion by M. Heinig, seconded by S. Deardorff.


Attest: Sue Deardorff


Roger Walstra, President

CIRCULATION BY ITEM FINE CODE
8/1/99

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
000 (0)	43	61	17	121
100 (1)	49	80	28	157
200 (2)	26	48	34	108
300 (3)	131	188	82	401
400 (4)	8	17	3	28
500 (5)	36	46	17	99
600 (6)	509	456	195	1160
700 (7)	247	220	87	554
800 (8)	37	31	9	77
900 (9)	76	145	46	267
B (10)	64	78	30	172
j000 (11)	13	7	0	20
j100 (12)	2	14	2	18
j200 (13)	10	22	4	36
j300 (14)	50	58	18	126
j400 (15)	17	1	2	20
j500 (16)	168	206	53	427
j600 (17)	94	131	51	276
j700 (18)	131	187	52	370
j800 (19)	27	30	12	69
j900 (20)	18	71	13	102
jB (21)	42	21	11	74
FIC (22)	1705	1701	693	4099
yaFIC (23)	35	52	31	118
LARGE PRINT (24)	132	42	15	189
jFIC (25)	275	370	85	730
jE (26)	1251	1315	670	3236
jER (27)	417	254	81	752
Magazines (28)	744	430	227	1401
Games/Toys (29)	0	10	0	10
Filmstrips (30)	0	0	0	0
Microforms (31)	0	0	0	0
Cassettes (32)	2	1	0	3
jCassettes (33)	40	82	25	147
Compact Discs (34)	170	175	225	570
jCompact Discs (35)	3	2	8	13
Sound Recordings (36)	106	263	51	420
jSound Recordings (37)	15	30	7	52
CD ROM Software (38)	58	61	67	186
Vertical File (39)	60	41	7	108
Equipment (40)	0	0	0	0
yapFIC (41)	240	184	112	536
jpFIC (42)	418	255	90	763
Reference (43)	51	72	18	141
Genealogy (44)	0	0	0	0
jMagazines (45)	82	28	21	131
VHS (46)	639	1271	653	2563
Computer software (47)	0	0	0	0
Internet usage (49)	198	669	142	1009
Free reads	326	248	161	735
Puzzles			2	2
Talking books		17		17

Assignment shelf books
TOTAL

8765

9691

4157

22613

DEMOTTE COLLECTION				RENSSELAER COLLECTION				WHEATFIELD COLLECTION				ADULT BOOKS		
Start of Month		End of Month		Start of Month		End of Month		Start of Month		End of Month			Fiction	
Volumes	Titles	Volumes	Titles	Volumes	Titles	Volumes	Titles	Volumes	Titles	Volumes	Titles			Nonfiction
XX				XXXXXXXXXXXXXXXXXXXX				XXXXXX		XXXXXXXXXXXXXXXXXXXX				
12,095	11,102	12,118	11,113	13,546	12,904	13,522	12,931	7,856	8,062	7,882	8,074			
15,353	12,460	15,263	12,413	19,735	17,453	19,633	17,418	7,260	5,932	6,975	5,791			
												CHILDREN'S BKS		
9,347	8,495	9,365	8,507	11,174	10,524	11,065	10,491	5,890	5,885	5,908	5,906	Fiction		
5,780	5,368	5,826	5,392	7,430	7,009	7,366	6,975	3,062	3,153	3,043	3,146	Nonfiction		
												0	0	Magazines,Adult
												0	0	Magazines,Child
2	2	2	2	365	152	365	152	3	3	3	3	Graphic Mat'l		
0	0	0	0	0	0	0	0			0	0	Microforms		
1,164	1,032	1,164	1,032	2,236	1,686	2,237	1,687	1,289	1,179	1,287	1,179	Sound Rec/Adult		
184	187	184	187	166	174	167	174	31	31	31	31	Sound Rec/Child		
21	17	21	17	36	30	36	30	13	15	12	14	CD ROM software		
4	2	4	2	46	23	47	24	110	55	110	55	Software		
													Vertical files	
1,039	975	1,039	975	1,353	1,292	1,353	1,292	785	705	785	705	VHS		
1	1	1	1	1	1	1	1	0	0	0	0	Equipment		
44,990	39,641	44,987	39,641	56,088	51,248	55,792	51,175	26,299	25,020	26,036	24,904	TOTAL		
XX								XXXXXX		XXXXXX		XXXXXX		XXXXXXXXXXXX

August 1999

[illegible]
$$\pi$$

$$\omega$$

MONTHLY SYSTEM STATISTICS

	1998	1999	% change
Circulation	20553	22613	10.0%
Jan. to date circulation	187562	191221	2.0%

R
4

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

August 1999

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs		Hrs		Hrs			
INTRALIBRARY LOANS FILLED	130	28	165	36	194	42	489	106
LOCAL HISTORY								
In person	25	7	32	9	0	0	57	16
Letters written		0	17	17	3	3	20	20
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	12	1	23	2	19	2	54	5
VCR Use	0	0	0	0	1	0	1	0
Microforms	0	0	93	12	0	0	93	12
CD ROM software used	16	1	97	8	0	0	113	9
Online articles retrieved		0		0	0	0	<u>16</u>	0
Public use of FAX service	19	3	35	6	25	4	79	13
Typewriter use	1	0	0	0	7	0	8	0
Other equipment used	0	0	0	0	0	0	0	0
Dial-in OPAC access							<u>10</u>	
Tax Forms distributed		0		0		0	0	0
OTHER LIBRARY SERVICES USED								
Walking book visits	1	1	3	2	0	0	4	3
Notarized documents	2	1	1	0	0	0	3	1
Meeting Room Use (number of groups)	27	9	26	9	10	3	63	21
Study room use	12	1	11	1		0	23	2
INTERLIBRARY LOANS								
Requests made for:	50	13	66	17	21	5	137	34
Items rec'd for:	51	26	70	35	18	9	139	70
Items requested by other libraries							0	
Items supplied to other libraries		0		0		0	0	0
PROGRAMS								
Programs for all ages		0		0		0	0	0
Children's Programs (0-13)		0	2	12		0	2	12
Number attending			29				29	
YA Programs (14-17)		0		0		0	0	0
Number attending							0	
Adult Programs	1	6	8	48		0	9	54
Number attending	12		30				42	
Senior Citizen Programs		0	1	6		0	1	6
Number attending			9				9	

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
TOTAL NO. OF PROGRAMS	1	6	11	66	0	0	12	72
TOTAL PERSONS ATTENDING	12		68		0		80	
TOTAL ATTENDING same month last yr.	35		32		1			
TOTAL STAFF HOURS SPENT		96		219		69		384
HOURS SPENT same month last yr.		80		157		55		292

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult Male (0)	939	11.3%	1293	13.9%	672	16.9%	2904	13.4%
Adult Female (1)	5005	60.0%	4771	51.2%	2309	58.1%	12085	55.9%
Juvenile 0-11 (2)	1578	18.9%	1606	17.2%	428	10.8%	3612	16.7%
YA 12-17 (3)	299	3.6%	553	5.9%	214	5.4%	1066	4.9%
Nonresident No Fee (4)	61	0.7%	196	2.1%	37	0.9%	294	1.4%
Board/Staff (5)	155	1.9%	515	5.5%	227	5.7%	897	4.1%
School (6)	0	0.0%	21	0.2%	0	0.0%	21	0.1%
St. Joseph College (7)	0	0.0%	14	0.2%	0	0.0%	14	0.1%
State Library Card (8)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Nonresident Fee (9)	0	0.0%	19	0.2%	0	0.0%	19	0.1%
Corporate (10)	0	0.0%	124	1.3%	83	2.1%	207	1.0%
Reciprocal (11)	298	3.6%	210	2.3%	4	0.1%	512	2.4%
Total	8335		9322		3974		21631	
Total items borrowed	359	4.3%	460	4.9%	41	1.0%	860	4.0%

REGISTRATIONS

Borrowers--Start of month:	6928	7054	2824	9878
Borrowers--End of month:	6999	7133	2843	16975
Non-resident, paying	3	10	0	13
PLAC card users	0	1	0	1
Reciprocal borrowers	201	122	8	331

Salary Ordinance 1999

Revised 9/99

Name	Classification	Present Hrly Wage	Hrs Worked	Library	Start Date	Raise
Cavinder, Rachael	Library Asst I	\$9.05	40	D	4/5/93	Res. 8/14
Cly, Chris	Clerk	\$6.25	27	R	9/1/99	
Colvin, Valerie	Clerk/Asst I	6.50/6.92/7.65	27/40	R,D	8/19/98	9/15/00
Hamstra, Staci	Page/Clerk	5.15/6.25	10	R	5/9/99	11/16(eval)
Hopkins, Samantha	Page	\$5.15	10	R	9/1/99	
Kaye, Leslie	Lib Asst. 2	\$8.54	20	D,R,W	7/19/99	Resigned 8/20
Holevinsky, Hannah	Page	\$5.15	10	D	8/20/99	
Van Kley, April	Page	\$5.50	10	D	8/25/97	Res. 8/12
Davidson, Julie	Page	\$5.15	10	D	8/9/99	
Virok, Rosie	Clerk	6.25/6.50	10	R	10/21/98	Res. 9/1
Yentes, Denise	Page	5.15/5.25	9	R	11/4/98	Res. 8/25
York, Leanne	Librarian 2	\$15.75	40	D	11/1/93	Res. 8/27
Poe, Stephanie	Page	5.15/5.25	10	D	6/10/99	Res. 8/12
Murillo, Tina	Page	5.15	10	R	9/28/99	
Whitlow, Emily	Lib. Asst 2	\$8.54	20	D,R,W	9/13/99	

Rachael, Leslie, Rosie, and Denise left to take teaching positions. April resigned to attend college. Stephanie resigned. Leanne York resigned when her husband accepted a teaching job in Vincennes.

Valerie will replace Rachael at DeMotte and become the Children's Assistant there. Chris Cly fills Valerie's clerk position at Rensselaer. Staci Hamstra is filling Rosie's clerk position at Rensselaer and Samantha Hopkins is filling Staci's page position. Tina will fill Denise's position. Emily will fill Leslie's Multidepartment Assistant position.

Julie Davidson is filling April Van Kley's position as page at DeMotte and Hannah is filling Stephanie's position. We still have to fill the DeMotte Librarian position, a page position at Rensselaer and a multi-department assistant position.

Jean C. Floyd

Bernie Marie Egan

Mari Anne Taylor

Steve Wal

Mike A. Hening Jr

Simon Oeandreff

James M. Staton



JASPER COUNTY PUBLIC LIBRARY

☐ Rensselaer Public Library, Headquarters
208 West Susan Street
Rensselaer, Indiana 47978-2447
219 • 866-5881
Fax 219 • 866-7378

☐ DeMotte Public Library
901 Birch Street SW
P.O. Box 16
DeMotte, Indiana 46310-0016
219 • 987-2221
Fax 219 • 987-2220

☐ Wheatfield Public Library
170 S. Grace Street
P.O. Box 247
Wheatfield, Indiana 46392-0247
219 • 956-3774
Fax 219 • 956-4808

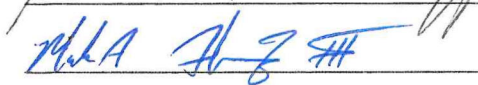
September 13, 1999

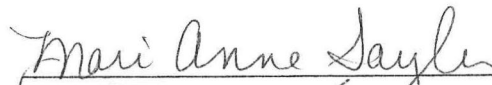
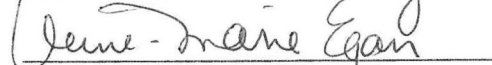
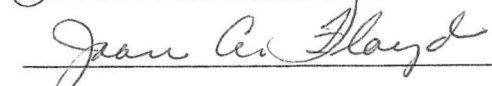
Whereas, it has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes for which appropriated, it is resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana that the following existing appropriation be reduced in the following amounts:

LIBRARY IMPROVEMENT RESERVE FUND

	Amount Originally Appropriated	Amount Reduced
3.61 Building repairs	\$30,000	\$ 5,000
4.4 Furniture & equipment	\$30,000	\$30,000


James M. Staton

Susan D. Danduff

M. A. H. Z. H.


Mari Anne Sayler

June-Draine Egan

Jean C. Floyd

LIRF Appropriation Reduction

This year we budgeted \$60,000 to spend from our **Library Improvement Reserve Fund** for large ticket purchases and repairs. We have spent none of it. When we wrote our year 2000 budget forms, we decided we would reduce the 1999 LIRF budget from \$60,000 to \$25,000, in order to have funds to appropriate \$55,000 for the year 2000. If you still wish to do this, the Board must pass a resolution to reduce the 1999 budget at this board meeting.

The other option is to leave the \$60,000 appropriated for this year, and let the state tax auditors cut next year's appropriation when they review our proposed year 2000 budget. In this way, if we had a major emergency in November, for instance, the money would be there without going to the expense of an additional appropriation procedure to use it. If we do *not* spend the \$60,000 this year, we do *not* lose the money. If we find that we need more than appropriated next year, we can pass an additional appropriation at that time to appropriate what we didn't use this year.

At the board meeting you need to vote either to reduce the 1999 LIRF appropriation to \$25,000 or not to reduce it.

Note: Just a reminder. There is a difference between having **cash** in a fund in the bank and an **appropriation** to spend money. The Financial Report (F 1) shows cash in the bank. An appropriation is approval from the Indiana Board of Tax Commissioners to spend the money. We can only spend *appropriated* money.

MEMORANDUM

Library Board Privilege Policy (p. 145)

Library Staff Privilege Policy (p. 143)

Group Visit Policy (p. 169)

Summary: The Policy Committee recommends no changes in the Group Visit Policy. They recommend an addition to the staff and board privilege policies.

Discussion: Staff and board (and board families) are offered the privilege of paying no overdue fines. The Policy Committee feels it should be stressed, however, that staff and board still have the same responsibility as other patrons to pay for lost or damaged materials. They also feel that borrowing privileges should be blocked, as they are for other patrons, when materials are long overdue. The added wording clarifies this position.

Vote: To approve the Group Visit Policy without change and to approve the additional wording in the Staff Privilege and Board Privilege policies.

LIBRARY STAFF PRIVILEGE POLICY

Although the Library encourages staff to return materials on time, no fines will be assessed for overdue materials. Added text: Staff *will* be responsible for payment for lost or damaged materials checked out to them. As with other library users, borrowing privileges will be suspended when materials are two months overdue, until overdue materials are returned.

Lost or damaged library cards will be replaced free of charge.

Up to 10 photocopies per month may be made at no charge to any staff member.

Staff members may check out more than 2 items without presenting their library card.

The \$3.00 connect charge for FAX transmissions is waived for staff members. FAX messages may be sent and received for the 20 cent per page cost only.

These privileges may also be extended to library volunteers who regularly spend an average of 3 or more hours per week in service to the library.

These privileges are extended only to staff and, when desired, volunteers, not to members of their families.

8/94; reviewed 9/95, 9/97; revised 9/96; draft 9/99

LIBRARY BOARD PRIVILEGE POLICY

Although the Library encourages board members to return materials on time, no fines will be assessed for overdue materials. This privilege will also be extended to spouses of present board members and, upon request, to their children living at home and under the age of 25. This privilege will also be extended to past board members.

Added text: Board members and families *will* be responsible for payment for lost or damaged materials checked out to them. As with other library users, borrowing privileges will be suspended when materials are two months overdue, until overdue materials are returned.

Lost or damaged library cards will be replaced free of charge.

Board members may check out more than 2 items without presenting their library card.

Up to 10 photocopies per month may be made at no charge to any board member.

Board members may be reimbursed for mileage accrued in trips to board meetings and other board activities (see Personnel Policy, 13.5, 14.2).

The \$3.00 connect charge for FAX transmissions is waived for board members. FAX messages may be sent and received for the 20 cent per page cost only.

Except in the case of overdue fines, these privileges are extended only to board members, not to members of their families .

8/94;reviewed 9/95, 9/97; revised 9/96; draft 9/99

JCPL FINANCIAL STATEMENT

August 31, 1999

		<u>Beginning 1999 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund		\$380,514.80	\$90,108.67	\$806,200.44	\$12,084.79	\$642,530.73	\$216,845.09
Investments	\$168,000.00						
Public Library Access Card Fund		\$110.00	\$0.00	\$133.00	\$23.00	\$46.00	\$23.00
Gift Fund		\$6,752.14	\$109.90	\$2,137.45	\$0.00	\$2,271.85	\$6,886.54
DeMotte		\$383.27	\$19.95	\$469.83	\$0.00	\$355.00	\$268.44
Rensselaer		\$5,944.50	\$89.95	\$1,599.68	\$0.00	\$1,791.65	\$6,136.47
Wheatfield		\$424.37	\$0.00	\$67.94	\$0.00	\$125.20	\$481.63
Library Improvement Reserve Fund		\$56,270.49	\$0.00	\$0.00	\$206.96	\$1,568.95	\$57,839.44
Bond & Interest Redemption Fund		\$94,798.85	\$0.00	\$87,260.00	\$0.00	\$219,991.06	\$227,529.91
Investments	\$187,000.00						
Host/Hospitality Fund		\$13.60	\$0.00	\$975.66	\$0.00	\$962.06	\$0.00
Oral History Grant Fund		\$71.11	\$0.00	\$0.00	\$0.00	\$0.00	\$71.11
Excess Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund		\$74.81	\$54.87	\$74.81	\$0.00	\$0.00	\$0.00
Construction Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash Funds		\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund (\$10 transf./ Oper.Fund)		\$80.00	\$0.00	\$0.00	\$0.00	\$10.00	\$90.00
Payroll Withholding Accts.							
FIT Tax Collected		\$0.00	\$5,272.36	\$42,341.57	\$5,272.36	\$42,341.57	\$0.00
FICA Tax Collected		\$0.00	\$4,017.64	\$31,636.31	\$4,017.64	\$31,636.31	\$0.00
State Tax Collected		\$1,533.22	\$1,729.27	\$13,716.85	\$1,771.97	\$13,955.60	\$1,771.97
County Tax Collected		\$457.71	\$490.88	\$3,922.44	\$503.49	\$3,968.22	\$503.49
IN Deferred Comp.		\$0.00	\$2,205.56	\$16,645.79	\$2,205.56	\$16,645.79	\$0.00
#125 Plan		\$0.00	\$1,300.09	\$10,321.20	\$1,300.08	\$10,321.24	\$0.04
Employee Health Insur.		\$0.00	\$0.00	\$6.00	\$0.00	\$6.00	\$0.00
Employee P.E.R.F.		\$-3,543.91	\$0.00	\$11,732.68	\$1,374.36	\$10,910.12	\$2,721.35
Credit Union		\$0.00	\$0.00	\$291.78	\$0.00	\$291.78	\$0.00
TOTAL ALL FUNDS.....		\$544,340.64	\$105,289.24	\$1,027,395.98	\$28,760.21	\$997,457.28	\$514,401.94

Bank Balances
Jasper County Public Library
Report as of: 8/31/99

<i>Bank</i>		
1	Peoples State Bank	\$93,893.95
2	Demotte State Bank	\$7,458.55
3	Lafayette Bank & Trust-LIRF	\$57,839.44
4	Cash on Hand	\$210.00
5	Civitas CD# 7151014302	\$0.00
6	Civitas CD# 7151014301	\$105,000.00
7	Pinnacle Bank CD #7121015842	\$0.00
8	Pinnacle Bank CD #7121015843	\$0.00
9	CD #7152001061	\$250,000.00
<i>Total all banks =</i>		<i>\$514,401.94</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

REPORT FOR REGISTER OF INVESTMENTS
OPEN INVESTMENTS AS OF 01 Sep 99

VAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
08 NOV 99	7151014301	CIVITAS	185 DAY	105000.00	4.80	BIRF	07 MAY 99	.00	
13 SEP 99	7152001061	CIVITAS BANK	90 DAY	250000.00	4.86	OP-168000;B	15 JUN 99	.00	
		--TOTALS--		355000.00				.00	

REPORT FOR REGISTER OF INVESTMENTS
CLOSED INVESTMENTS AS OF 01 Sep 99

VAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
15 FEB 99	7121015483	PINNACLE BANK	62 DAYS	100000.00	4.86	OPERATING	15 DEC 98	837.00	CD#7121015843 is right
16 MAR 99	7121015842	PINNACLE BANK	92 DAYS	200000.00	4.86	OP-105500;B	15 DEC 98	2457.00	
06 AUG 99	7151014302	CIVITAS	91 DAY	145000.00	4.65	OP-105000;B	07 MAY 99	1704.36	
		--TOTALS--		445000.00				4998.36	

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 8/1/99 To 8/31/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 SALARY OF LIBRARIAN	\$44,616.00	\$0.00	\$44,616.00	\$3,718.00	\$29,679.00	\$14,937.00	66.5
1.12 SALARY OF ASSISTANTS	\$577,199.00	\$0.00	\$577,199.00	\$47,187.24	\$370,968.57	\$206,230.43	64.3
1.13 WAGES OF JANITORS	\$37,616.00	\$0.00	\$37,616.00	\$2,913.47	\$23,219.17	\$14,396.83	61.7
1.21 EMPLOYER'S SHARE-FICA	\$50,447.00	\$0.00	\$50,447.00	\$4,017.64	\$31,636.31	\$18,810.69	62.7
1.22 UNEMPLOYMENT COMPENSAT	\$1,800.00	\$0.00	\$1,800.00	\$0.00	\$2,178.29	(\$378.29)	121.0
1.23 EMPLOYER'S CONTRIB.- PERF	\$27,942.00	\$0.00	\$27,942.00	\$0.00	\$19,554.65	\$8,387.35	70.0
1.24 EMPLOYER'S CONTRIB.- INS.	\$26,000.00	\$0.00	\$26,000.00	\$2,095.29	\$16,442.91	\$9,557.09	63.2
1.31 OTHER PERSONAL SERVICES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$330.00	\$1,170.00	22.0
Subtotal	\$767,120.00		\$767,120.00	\$59,931.64	\$494,008.90	\$273,111.10	64.4
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$419.36	\$580.64	41.9
2.12 STATIONERY AND PRINTING	\$700.00	\$0.00	\$700.00	\$26.78	\$396.88	\$303.12	56.7
2.13 OTHER OFFICE SUPPLIES	\$5,600.00	\$0.00	\$5,600.00	\$308.58	\$4,376.86	\$1,223.14	78.2
2.21 CLEANING & SANITATION SUP	\$3,400.00	\$26.10	\$3,426.10	\$121.16	\$2,110.27	\$1,315.83	61.6
2.22 FUEL, OIL & LUBRICANTS	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	0.0
2.23 OTHER OPERATING SUPPLIES	\$4,000.00	\$13.43	\$4,013.43	\$88.43	\$3,362.11	\$651.32	83.8
2.31 BUILDING MATERIALS & SUPP	\$1,000.00	\$236.00	\$1,236.00	\$0.00	\$546.73	\$689.27	44.2
2.32 PAINT AND PAINTING SUPPLIE	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.33 REPAIR PARTS	\$500.00	\$0.00	\$500.00	\$0.00	\$209.44	\$290.56	41.9

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.41 LIBRARY SUPPLIES	\$5,500.00	\$12.18	\$5,512.18	\$251.85	\$2,276.25	\$3,235.93	41.3
2.42 AUTOMATION SUPPLIES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$415.20	\$2,084.80	16.6
Subtotal	\$24,370.00	\$287.71	\$24,657.71	\$796.80	\$14,113.10	\$10,544.61	57.2
3. Other Services and Charge							
3.11 CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.12 ENGINEERING & ARCH. SERVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.13 LEGAL SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$275.00	\$1,725.00	13.8
3.14 OTHER PROFESSIONAL SERVI	\$8,000.00	\$127.26	\$8,127.26	\$0.00	\$3,358.26	\$4,769.00	41.3
3.21 TELEPHONE	\$12,000.00	\$0.00	\$12,000.00	\$170.24	\$4,740.26	\$7,259.74	39.5
3.22 POSTAGE	\$6,000.00	\$40.37	\$6,040.37	\$785.00	\$3,337.04	\$2,703.33	55.2
3.23 TRAVELING EXPENSE	\$5,500.00	\$0.00	\$5,500.00	\$490.70	\$4,005.05	\$1,494.95	72.8
3.24 PROFESSIONAL MEETINGS	\$7,200.00	\$12.37	\$7,212.37	\$716.95	\$5,481.13	\$1,731.24	76.0
3.25 FREIGHT	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.0
3.26 NETWORKING	\$24,000.00	\$0.00	\$24,000.00	\$20.00	\$5,033.49	\$18,966.51	21.0
3.31 ADVERTISING & PUBLIC NOTIC	\$1,100.00	\$0.00	\$1,100.00	\$190.09	\$1,017.85	\$82.15	92.5
3.32 OTHER PRINTING	\$200.00	\$0.00	\$200.00	\$0.00	\$282.82	(\$82.82)	141.4
3.41 OFFICIAL BONDS	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
3.42 OTHER INSURANCE	\$14,500.00	\$0.00	\$14,500.00	\$0.00	\$10,325.00	\$4,175.00	71.2
3.51 GAS	\$29,000.00	\$0.00	\$29,000.00	\$132.73	\$9,059.50	\$19,940.50	31.2
3.52 ELECTRICITY	\$51,000.00	\$0.00	\$51,000.00	\$4,208.11	\$27,032.65	\$23,967.35	53.0
3.53 WATER	\$1,000.00	\$0.00	\$1,000.00	\$59.24	\$553.84	\$446.16	55.4
3.54 WASTE DISPOSAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$207.61	\$1,536.86	\$963.14	61.5
3.61 BUILDING & STRUCTURES	\$35,000.00	\$1,370.00	\$36,370.00	\$2,004.50	\$28,238.43	\$8,131.57	77.6
3.62 EQUIPMENT	\$12,000.00	\$0.00	\$12,000.00	\$73.00	\$1,177.85	\$10,822.15	9.8

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.71 REAL ESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 EQUIPMENT	\$240.00	\$0.00	\$240.00	\$9.95	\$155.60	\$84.40	64.8
3.91 DUES	\$2,600.00	\$0.00	\$2,600.00	\$30.00	\$2,298.63	\$301.37	88.4
3.92 INTEREST ON TEMPORARY LO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.93 TAXES & ASSESSMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.94 TRANSFER TO LIRF	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$9,600.00	\$30,400.00	24.0
3.95 SERVICE CONTRACTS	\$12,038.00	\$0.00	\$12,038.00	\$1,120.16	\$7,867.23	\$4,170.77	65.4
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.97 INTERVIEWING & MOVING EXP	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.98 MAINTENANCE CONTRACTS	\$41,500.00	\$0.00	\$41,500.00	\$1,227.01	\$10,880.01	\$30,619.99	26.2
Subtotal	\$308,298.00	\$1,550.00	\$309,848.00	\$11,445.29	\$136,256.50	\$173,591.50	44.0
4. Capital Outlays							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3 IMPROVEMENTS OTHER THAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$29,000.00	\$3,922.00	\$32,922.00	\$54.86	\$5,682.26	\$27,239.74	17.3
4.51 BOOKS	\$150,000.00	(\$592.00)	\$149,408.00	\$12,666.47	\$101,580.03	\$47,827.97	68.0
4.52 PERIODICALS & NEWSPAPERS	\$24,000.00	\$700.00	\$24,700.00	\$4,503.80	\$24,747.64	(\$47.64)	100.2
4.53 NONPRINTED MATERIALS	\$58,000.00	\$0.00	\$58,000.00	\$709.81	\$29,802.01	\$28,197.99	51.4
Subtotal	\$261,000.00	\$4,030.00	\$265,030.00	\$17,934.94	\$161,811.94	\$103,218.06	61.1
Grand Total	\$1,360,788.00	\$5,867.71	\$1,366,655.71	\$90,108.67	\$806,190.44	\$560,465.27	59.0

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Changes to Appropriations

<i>Date</i>	<i>Fund Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Reason</i>
2/22/98	100	4.4	\$70.00	Symantec's PC Anywhere Rebate - A/P#30
4/14/99	100	2.31	\$236.00	Utica Ins. Claim -Ice Damage, Rens & DeM
4/14/99	100	2.21	\$26.10	Utica Ins. Claim-Ice Damage, Rens & DeM.
4/14/99	100	3.14	\$127.26	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	3.61	\$544.00	Utica Ins. Claim-Ice Damage, Rens & DeM-
5/11/99	100	4.52	\$700.00	Approved 10MAY99 Bd. Mtg.
5/11/99	100	4.51	(\$700.00)	Approved 10MAY99 Bd. Mtg.
6/14/99	100	4.51	\$25.00	Ref.on Lost Bk-C. Coulitsis pd 3/99. - A/P#
6/14/99	100	3.61	\$826.00	Utica Ins. Claim-Mtg. Rm. Damage, DeM.-A
6/30/99	100	2.23	\$13.43	Reimbursed/Trash Bags-DeM. Friends -A/
7/26/99	100	4.4	\$3,412.00	Additional Appropriation approved by SBA
7/28/99	100	2.41	\$12.18	Tysen's charge-Reimbursed by V. Carnes,
8/3/99	100	3.22	\$21.08	Shipping via RID, Inc. Reimbursed by Anci
8/3/99	100	3.24	\$12.37	Overpayment of Room Reservation from P
8/10/99	100	4.4	\$440.00	Grant Reimbursement-Brooklyn North (7-S
8/20/99	100	4.51	\$83.00	Patron pd for Lost ILL book (A/P #3405St.
8/23/99	100	3.22	\$19.29	W.T.Cox reimbursed for dupl.magazine po

Appropriation Report for 130 LIRF FUND

Jasper County Public Library

Report Date: From 8/1/99 To 8/31/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
3. Other Services and Charge							
3.61 BUILDING & STRUCTURES	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
Subtotal	\$30,000.00		\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
4. Capital Outlays							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
Subtotal	\$30,000.00		\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
Grand Total	\$60,000.00	\$0.00	\$60,000.00	\$0.00	\$0.00	\$60,000.00	0.0

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Register Of Claims

Jasper County Public Library

Report Date: From 8/1/99 To 8/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18118	3634	A & S PLUMBING & HEATING	OPERATING FUND	BUILDING & STRUCTURES	\$89.50	8/9/99	Kitchen Faucet Repairs-DeM. Lib.
				Total this claim	\$89.50		
18119	3635	ACE HARDWARE	OPERATING FUND	CLEANING & SANITATION SUP	\$17.91	8/9/99	Filters, The Works,Caulk Gun,
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$14.39		Bolts & Washers
				Total this claim	\$32.30		
18120	3636	AL'S CONSTRUCTION, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$35.00	8/9/99	Check attic for Water Damage-Wh
				Total this claim	\$35.00		
18121	3637	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$198.00	8/9/99	Jul & Aug '99 Financial Comp.
							Service Contract
				Total this claim	\$198.00		
18122	3638	BAKER & TAYLOR ENTERTAIN	OPERATING FUND	NONPRINTED MATERIALS	\$14.35	8/9/99	Videos
				Total this claim	\$14.35		
18123	3639	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$2,951.31	8/9/99	Books & AV
			OPERATING FUND	BOOKS	\$649.41		
			OPERATING FUND	BOOKS	\$986.72		
			OPERATING FUND	BOOKS	\$508.67		
			OPERATING FUND	BOOKS	\$463.11		
			OPERATING FUND	BOOKS	\$531.37		
			OPERATING FUND	BOOKS	\$91.79		
			OPERATING FUND	BOOKS	\$146.15		
			OPERATING FUND	BOOKS	\$42.38		
			OPERATING FUND	BOOKS	\$123.67		
			OPERATING FUND	BOOKS	\$218.15		
			OPERATING FUND	BOOKS	\$60.16		
			OPERATING FUND	BOOKS	\$22.00		
			DEMOTTE GIFT FUND	BOOKS	\$19.95		
			OPERATING FUND	NONPRINTED MATERIALS	\$10.17		
			OPERATING FUND	NONPRINTED MATERIALS	\$9.59		
				Total this claim	\$6,834.60		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18124	3640	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$14.68	8/9/99	Books
			OPERATING FUND	BOOKS	\$1.58		
				Total this claim	\$16.26		
18125	3641	CAMPBELL PRINTING COMPA	OPERATING FUND	STATIONERY AND PRINTING	\$26.78	8/9/99	Business Cards-Stringfellow
				Total this claim	\$26.78		
18126	3642	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$35.34	8/9/99	Film, Developing & Mileage
			OPERATING FUND	LIBRARY SUPPLIES	\$7.54		
				Total this claim	\$42.88		
18127	3643	CHRISTIAN BOOK DISTRIBUT	OPERATING FUND	NONPRINTED MATERIALS	\$126.60	8/9/99	Videos & CD Rom's
				Total this claim	\$126.60		
18128	3644	CONSUMER ELECTRONICS S	OPERATING FUND	EQUIPMENT	\$61.00	8/9/99	Reprogram Satellite-Rens
				Total this claim	\$61.00		
18129	3645	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	8/9/99	August E-mail Access
				Total this claim	\$20.00		
18130	3646	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	8/9/99	Aug '99 Water Cooler Rental-W
				Total this claim	\$9.95		
18131	3647	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$23.32	8/9/99	Books
			OPERATING FUND	BOOKS	\$31.42		
			OPERATING FUND	BOOKS	\$89.99		
			OPERATING FUND	BOOKS	\$10.13		
				Total this claim	\$154.86		
18132	3648	DEMCO	OPERATING FUND	LIBRARY SUPPLIES	\$89.76	8/9/99	Video cases, Fastape, Bubble Mailers,
			OPERATING FUND	LIBRARY SUPPLIES	\$10.36		Bk Cleaner,
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$19.60		
			OPERATING FUND	NONPRINTED MATERIALS	\$137.46		
				Total this claim	\$257.18		
18133	3649	DEYOUNG PLUMB, HTG, & AIR	OPERATING FUND	BUILDING & STRUCTURES	\$246.00	8/9/99	A/C Service- Wheatfield
				Total this claim	\$246.00		
18134	3650	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$17.36	8/9/99	Mileage
				Total this claim	\$17.36		
18135	3651	DIANE OPOLSKI	OPERATING FUND	TRAVELING EXPENSE	\$13.64	8/9/99	Mileage-Ref Wrkshp
				Total this claim	\$13.64		

<i>Warra. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18136	3652	FACTS ON FILE, INC.	OPERATING FUND	BOOKS	\$81.00	8/9/99	Continuation Books
			OPERATING FUND	BOOKS	\$81.00		
			OPERATING FUND	BOOKS	\$81.00		
			OPERATING FUND	BOOKS	\$17.01		
			Total this claim		\$260.01		
18137	3653	FASE'S WATER TREATMENT	OPERATING FUND	OTHER OPERATING SUPPLIE	\$52.50	8/9/99	Redout-Demotte
			Total this claim		\$52.50		
18138	3654	FRIENDS OF THE DEMOTTE LI	OPERATING FUND	BOOKS	\$15.00	8/9/99	Book-Grand Marsh of Kankakee
			Total this claim		\$15.00		
18139	3655	GAIL JUNG	OPERATING FUND	POSTAGE	\$28.02	8/9/99	Rens. Petty Cash-Postage, Soap, Cards, Film, NICLL Mtg. Supplies, Children's Prog. Supplies
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$5.09		
			OPERATING FUND	LIBRARY SUPPLIES	\$5.89		
			OPERATING FUND	LIBRARY SUPPLIES	\$1.99		
			OPERATING FUND	LIBRARY SUPPLIES	\$0.97		
			Total this claim		\$41.96		
18140	3656	GALE GROUP	OPERATING FUND	BOOKS	\$213.75	8/9/99	Books
			OPERATING FUND	BOOKS	\$10.51		
			Total this claim		\$224.26		
18141	3657	GOODWIN FIRE EQUIPMENT	OPERATING FUND	EQUIPMENT	\$12.00	8/9/99	6 fire ext.-inspected & tagged-Wh
			Total this claim		\$12.00		
18142	3658	GROLIER EDUCATIONAL COR	OPERATING FUND	BOOKS	\$1,144.00	8/9/99	Books
			OPERATING FUND	BOOKS	\$1,144.00		
			OPERATING FUND	BOOKS	\$1,144.00		
			OPERATING FUND	BOOKS	\$205.92		
			Total this claim		\$3,637.92		
18187	3659	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$7.29	8/9/99	Service Contracts-Mita Copier-D calculator ink rollers
			OPERATING FUND	MAINTENANCE CONTRACTS	\$1,029.01		
			Total this claim		\$1,036.30		
18144	3660	HIGHSMITH CO. INC.	OPERATING FUND	OTHER OFFICE SUPPLIES	\$3.17	8/9/99	Magazine Binders & Nameplate
			OPERATING FUND	LIBRARY SUPPLIES	\$71.12		
			Total this claim		\$74.29		
18145	3661	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$32.97	8/9/99	Stain Remover & Mop/Bucket-Wh
			OPERATING FUND	FURNITURE & EQUIPMENT	\$54.86		
			Total this claim		\$87.83		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18146	3662	I.I.R. CEM	OPERATING FUND	PROFESSIONAL MEETINGS	\$245.00	8/9/99	Record Keeping Wrkshp 9/8/99-Jung
Total this claim					<u>\$245.00</u>		
18147	3663	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$21.00	8/9/99	Bkkeeping Wrkshp Nov 8,1999-Daugherty,Jung, Rusher
Total this claim					<u>\$21.00</u>		
18148	3664	INDIANA ONLINE USERS GRO	OPERATING FUND	DUES	\$30.00	8/9/99	Membership Registration Sringfellow & Evers
Total this claim					<u>\$30.00</u>		
18149	3665	INDIANAPOLIS NEWSPAPERS,	OPERATING FUND	PERIODICALS & NEWSPAPER	\$234.00	8/9/99	Annual Subscrip-Demotte 8/21/99 - 8/19 00
Total this claim					<u>\$234.00</u>		
18150	3666	INGRAM	OPERATING FUND	BOOKS	\$10.79	8/9/99	Books
			OPERATING FUND	BOOKS	\$23.10		
			OPERATING FUND	BOOKS	\$10.45		
			OPERATING FUND	BOOKS	\$8.08		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$4.78		
			OPERATING FUND	BOOKS	\$3.86		
Total this claim					<u>\$64.05</u>		
18151	3667	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$43.17	8/9/99	Books & Videos
			OPERATING FUND	BOOKS	\$284.49		
			OPERATING FUND	BOOKS	\$118.28		
			OPERATING FUND	BOOKS	\$15.18		
			OPERATING FUND	BOOKS	\$330.38		
			OPERATING FUND	BOOKS	\$59.87		
			OPERATING FUND	BOOKS	\$10.35		
			OPERATING FUND	BOOKS	\$47.91		
			OPERATING FUND	BOOKS	\$73.36		
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	NONPRINTED MATERIALS	\$17.96		
			OPERATING FUND	NONPRINTED MATERIALS	\$26.92		
Total this claim					<u>\$1,032.66</u>		
18152	3668	JACKIE SAXON	OPERATING FUND	TRAVELING EXPENSE	\$60.76	8/9/99	Mascot for Libraries & Mileage
			RENSSELAER GIFT FU	FURNITURE & EQUIPMENT	\$89.95		
Total this claim					<u>\$150.71</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18153	3669	J B'S LOCK & KEY SERVICE	OPERATING FUND	BUILDING & STRUCTURES	\$75.00	8/9/99	Clean & Lube 2 Entrance doors
				Total this claim	<u>\$75.00</u>		
18154	3670	KATHRYN B. WEED	OPERATING FUND	TRAVELING EXPENSE	\$28.80	8/9/99	Mileage-Volunteer Wrkshp
				Total this claim	<u>\$28.80</u>		
18155	3671	KEM'S TRUSTWORTHY HARD	OPERATING FUND	OTHER OPERATING SUPPLIE	\$15.96	8/9/99	Lawn Sprinkler
				Total this claim	<u>\$15.96</u>		
18156	3672	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$39.06	8/9/99	Postage, Mileage, Budget Wrkshp Supplies
			OPERATING FUND	PROFESSIONAL MEETINGS	\$6.82		
			OPERATING FUND	POSTAGE	\$2.98		
				Total this claim	<u>\$48.86</u>		
18157	3673	MICROMARKETING,LLC	OPERATING FUND	NONPRINTED MATERIALS	\$45.00	8/9/99	Audio Cassettes
			OPERATING FUND	NONPRINTED MATERIALS	\$3.30		
				Total this claim	<u>\$48.30</u>		
18158	3674	NIPSCO	OPERATING FUND	GAS	\$85.14	8/9/99	DeMotte Utilities 6/16/99 - 7/16/99
			OPERATING FUND	ELECTRICITY	\$1,854.56		
				Total this claim	<u>\$1,939.70</u>		
18159	3675	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	8/9/99	Local Telephone Service DeMotte-Aug '99
				Total this claim	<u>\$26.07</u>		
18160	3676	ON CUE #6106	OPERATING FUND	NONPRINTED MATERIALS	\$57.87	8/9/99	CD-Roms
				Total this claim	<u>\$57.87</u>		
18161	3677	PATTY STRINGFELLOW	OPERATING FUND	TRAVELING EXPENSE	\$13.64	8/9/99	Mileage
				Total this claim	<u>\$13.64</u>		
18162	3678	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$30.00	8/9/99	Change Lights & Repair Towel Holder-DeMotte
				Total this claim	<u>\$30.00</u>		
18163	3679	POST TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$156.00	8/9/99	Annual Subscription-DeMotte 7/8/99 - 7/8/00
				Total this claim	<u>\$156.00</u>		
18164	3680	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$754.00	8/9/99	2000-.33;100-.50;40-\$1.00;100-.03; 100-.01
				Total this claim	<u>\$754.00</u>		
18165	3681	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$835.00	8/9/99	3-Way Heating Valve Leaking-Dem Relief Valve Malfunction, A/C compressor check-Ren
			OPERATING FUND	BUILDING & STRUCTURES	\$384.00		
				Total this claim	<u>\$1,219.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18166	3682	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$213.02	8/9/99	Glue Sticks, Scissors, Crayons, Pencils, Dots, Planner, Pens, Note Pads, Tape, Highlighter, Thermal Ribbon
			OPERATING FUND	LIBRARY SUPPLIES	\$52.88		
				Total this claim	\$265.90		
18167	3683	R.R. BOWKER	OPERATING FUND	BOOKS	\$246.95	8/9/99	Library Directory; 99-00
			OPERATING FUND	BOOKS	\$17.29		
				Total this claim	\$264.24		
18168	3684	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	8/9/99	Books
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$2.93		
				Total this claim	\$29.90		
18169	3685	RENEE CARR	OPERATING FUND	TRAVELING EXPENSE	\$13.64	8/9/99	Mileage
				Total this claim	\$13.64		
18170	3686	RENSSELAER REPUBLICAN	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$190.09	8/9/99	Notice to Taxpayers Ad, Multi Dept. Help Wanted Ad
				Total this claim	\$190.09		
18171	3687	SCHULTZ TV & ELECTRONICS	OPERATING FUND	OTHER OPERATING SUPPLIE	\$5.58	8/9/99	Doorbell Batteries-Demotte
				Total this claim	\$5.58		
18172	3688	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$763.99	8/9/99	Transport Service 7/2 - 7/23/99
				Total this claim	\$763.99		
18173	3689	SELECTVIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$119.75	8/9/99	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$9.50		
				Total this claim	\$129.25		
18174	3690	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$238.08	8/9/99	Mileage-NICLL Mtg.
				Total this claim	\$238.08		
18175	3691	STANDARD & POOR'S CORP.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$1,726.40	8/9/99	Continuation Books
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$1,726.40		
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$624.00		
				Total this claim	\$4,076.80		
18176	3692	STEPHANIE FILSON	OPERATING FUND	TRAVELING EXPENSE	\$30.38	8/9/99	Mileage
				Total this claim	\$30.38		
18177	3693	THOMAS T. BEELER, PUBLISH	OPERATING FUND	BOOKS	\$35.91	8/9/99	Books
			OPERATING FUND	BOOKS	\$2.23		
				Total this claim	\$38.14		

<i>Warri Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18178	3694	TOM KROOSWYK PLMBG, HT	OPERATING FUND	BUILDING & STRUCTURES	\$135.00	8/9/99	Replaced burned wire,added freon-Whe
Total this claim					\$135.00		
18179	3695	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	8/9/99	Sewer service-Jun '99-DeMotte
Total this claim					\$45.66		
18180	3696	TYSEN'S COUNTRY GROCER	OPERATING FUND	CLEANING & SANITATION SUP	\$70.28	8/9/99	Children's Prog.Supplies,bowl cleaner, pledge,glass cleaner,mop refill,soap, bloo bowl,renuzit
			OPERATING FUND	LIBRARY SUPPLIES	\$11.34		
Total this claim					\$81.62		
18181	3697	UNIQUE BOOKS, INC.	OPERATING FUND	BOOKS	\$33.61	8/9/99	Books
			OPERATING FUND	BOOKS	\$52.46		
			OPERATING FUND	BOOKS	\$29.10		
			OPERATING FUND	BOOKS	\$19.91		
			OPERATING FUND	BOOKS	\$19.91		
			OPERATING FUND	BOOKS	\$18.95		
			OPERATING FUND	BOOKS	\$5.22		
Total this claim					\$179.16		
18182	3698	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$356.17	8/9/99	11 Initial Placements & secondary collection placements
Total this claim					\$356.17		
18183	3699	VIKING OFFICE PRODUCTS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$60.41	8/9/99	Paper & Security Envelopes
Total this claim					\$60.41		
18184	3700	W.T.COX SUBCRIPTIONS, INC.	OPERATING FUND	PERIODICALS & NEWSPAPER	\$37.00	8/9/99	Video Librarian Subscription-Annual 8/1/99 - 8/1/00
Total this claim					\$37.00		
18185	3701	WAL-MART STORES, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$131.34	8/9/99	Video's
Total this claim					\$131.34		
18186	3702	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$175.00	8/9/99	Lawn Maintenance-DeMotte 6/1;6/8;6/15;6/22 & 6/29/99
Total this claim					\$175.00		
0	3703	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	8/10/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,908.99		
			OPERATING FUND	WAGES OF JANITORS	\$1,460.54		
Total this claim					\$27,228.53		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18191	3704	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,102.78	8/10/99	Withheld from Payroll 10 AUG 99- Kooy, Daugherty, Stringfellow, Weed, Kopanda, Schulenberg, Maxwell, Fagen, Filson, Woods
				Total this claim	\$1,102.78		
18189	3705	SPRINT	OPERATING FUND	TELEPHONE	\$83.45	8/10/99	Long Distance Calls-July 1999
			OPERATING FUND	TELEPHONE	\$44.84		
			OPERATING FUND	TELEPHONE	\$15.88		
				Total this claim	\$144.17		
18190	3706	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	8/10/99	August Sewer Service-Wheatfield Lib.
				Total this claim	\$41.05		
0	3707	JASPER COUNTY PUBLIC LIB	OPERATING FUND INV	TRANSFER TO OPERATING F	105,000.00	8/6/99	CD #7151014302
			RENS & DEM BOND A	TRANSFER TO BIRF	\$40,000.00		
				Total this claim	\$145,000.00		
0	3708	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,729.27	8/10/99	STATE & LOCAL TAX WITHHELD AUG
			CO TAX COLLECTED	SALARIES AND WAGES	\$490.88		VERIF. 18 -TRANSFERRED 8/20/99
				Total this claim	\$2,220.15		
0	3709	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$2,033.23	8/10/99	FEDERAL & FICA TAX WITHHELD 10
			FICA TAX COLLECTED	SALARIES AND WAGES	\$2,033.23		#72502092
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,673.34		
				Total this claim	\$6,739.80		
0	3710	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	8/25/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$23,278.25		
			OPERATING FUND	WAGES OF JANITORS	\$1,452.93		
				Total this claim	\$26,590.18		
18192	3711	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$2,006.94	8/25/99	Health Ins. Premium AUG '99
		#125 PLAN		SALARIES AND WAGES	\$1,300.09		13 Employees
				Total this claim	\$3,307.03		
18193	3712	ANTHEM LIFE	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$88.35	8/25/99	9/1/99 Life Ins. Premium
							19 Employees
				Total this claim	\$88.35		
18194	3713	CITY OF RENSSELAER	OPERATING FUND	GAS	\$41.52	8/25/99	Rens. Utilities 7/9 - 8/9/99
			OPERATING FUND	ELECTRICITY	\$1,574.41		
			OPERATING FUND	WATER	\$59.24		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$120.90		
				Total this claim	\$1,796.07		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18195	3714	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$345.13	8/25/99	Satellite Teleconference;10/28/99
			SATELLITE FUND	PROFESSIONAL MEETINGS	\$54.87		K.Weed
							Libraries in the Digital Age;9/23/99
							Stringfellow,Weed,Daugherty,Kooy, Maxwell
				Total this claim	\$400.00		
18196	3715	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,102.78	8/25/99	Withheld From 8/25/99 Payroll
							Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow,Weed, Woods,Maxwell,
				Total this claim	\$1,102.78		
18197	3716	NIPSCO	OPERATING FUND	GAS	\$6.07	8/25/99	Wheatfield Lib. Utilities
			OPERATING FUND	ELECTRICITY	\$779.14		7/14 - 8/12/99
				Total this claim	\$785.21		
18198	3717	PRYOR RESOURCES INC.	OPERATING FUND	PROFESSIONAL MEETINGS	\$99.00	8/25/99	How to Manage Multiple Projects
							9/8/99;Maxwell
				Total this claim	\$99.00		
0	3718	INTERNAL REVENUE SERVIC	FICA TAX COLLECTED	SALARIES AND WAGES	\$1,984.41	8/26/99	FICA & FED Tax Withheld 25 AUG 99-
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,599.02		Ref #73932063, transferred 26AUG99
			OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,984.41		
				Total this claim	\$6,567.84		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
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Total Amount of Claims \$250,289.24

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, September 01, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 10 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$250,289.24

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JASPER COUNTY PUBLIC LIBRARY

Receipt Breakdown

August 31, 1999

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
F S & FEES:			\$2,335.38	\$18,712.80
DeMotte	\$887.87	\$6,951.22		
Rensselaer	\$928.22	\$7,269.96		
Wheatfield	\$519.29	\$4,491.62		
PHOTOCOPIES:			\$532.63	\$4,744.15
DeMotte	\$244.10	\$1,806.42		
Rensselaer	\$228.58	\$2,239.47		
Wheatfield	\$59.95	\$698.26		
CARDS:			\$76.00	\$559.00
DeMotte	\$20.00	\$198.00		
Rensselaer	\$40.00	\$257.00		
Wheatfield	\$16.00	\$104.00		
BOOK/EQUIPMENT SALES:			\$937.33	\$1,368.03
COMPUTER DISKS:			\$5.60	\$25.85
INTEREST:			\$1,900.19	\$10,167.97
TAXES:			\$0.00	\$594,535.72
Property Tax	\$0.00	\$343,662.60		
Financial Institution Tax	\$0.00	\$873.00		
License Excise Tax	\$0.00	\$35,760.62		
Local Option/Certified Shares	\$0.00	\$189,851.50		
Local Option/Property Tax Repl.	\$0.00	\$21,639.00		
State Distribution	\$0.00	\$2,749.00		
REFUNDS:			\$6,297.66	\$12,417.21
Insurance	\$5,250.00	\$8,148.36		
Elron Software	\$0.00	\$2,882.00		
PC Anywhere	\$0.00	\$70.00		
Energizer Batteries	\$0.00	\$8.60		
Panasonic Batteries	\$0.00	\$40.00		
Armchair Detective '98 Subscripti	\$0.00	\$31.00		
Tru-Green '98 (Non-Service)	\$0.00	\$51.00		
Universal Service Fund	\$0.00	\$98.98		
Demotte Friends of Library-Trash	\$0.00	\$13.43		
Reimbursement/Weeding Wkshp	\$0.00	\$12.18		
Peg Benner/Damaged Cass.	\$0.00	\$14.00		
Overpayment-Palmer House Res	\$12.37	\$12.37		
Postage Reimbursement	\$19.29	\$19.29		
LSTA Technology Grant	\$1,016.00	\$1,016.00		
TOTAL OPERATING FUND RECEIPTS.....			\$12,084.79	\$642,530.73
PLAC FUND:			\$23.00	\$46.00
GIFT FUNDS:			\$0.00	\$2,271.85
DeMotte	\$0.00	\$355.00		
Rensselaer	\$0.00	\$1,791.65		
Wheatfield	\$0.00	\$125.20		
LIBRARY IMPROVEMENT FUND:			\$206.96	\$1,568.95
BOND & INTEREST REDEMPTION FUN			\$0.00	\$219,991.06
Property Tax	\$0.00	\$198,799.51		
Financial Institution Tax	\$0.00	\$505.00		
License Excise Tax	\$0.00	\$20,686.55		
HOSPITALITY FUND:			\$0.00	\$962.06
HISTORY GRANT FUND:			\$0.00	\$0.00
EXCESS FUND:			\$0.00	\$0.00
SATELLITE FUND:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$0.00	\$0.00
CASH CHANGE FUND (transf.\$10/Oper			\$0.00	\$10.00
SUB-TOTAL (page 1).....			\$12,314.75	\$867,380.65

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS</u> <u>THIS MONTH</u>	<u>TOTAL RECEIPTS</u> <u>YEAR-TO-DATE</u>
WITHHOLDING ACCOUNT FUNDS:				
FIT Tax Collected	\$5,272.36	\$42,341.57	\$16,445.46	\$130,076.63
FICA Collected	\$4,017.64	\$31,636.31		
State Tax Collected	\$1,771.97	\$13,955.60		
County Tax Collected	\$503.49	\$3,968.22		
INDIANA Deferred Comp	\$2,205.56	\$16,645.79		
#125 Plan	\$1,300.08	\$10,321.24		
Health/Life Insurance	\$0.00	\$6.00		
PERF	\$1,374.36	\$10,910.12		
Credit Union	\$0.00	\$291.78		
TOTAL RECEIPTS - ALL FUNDS.....			\$28,760.21	\$997,457.28

Register Of Claims
Jasper County Public Library
Report Date: From 9/1/99 To 9/13/99

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	3719	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	9/10/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$28,270.01		
			OPERATING FUND	WAGES OF JANITORS	\$1,596.89		
				Total this claim	\$31,725.90		
18199	3720	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,102.78	9/10/99	Withheld from Payroll-9/10/99 Daugherty, Kooy, Kopanda, Fagen, Schulenberg, Filson, Stringfellow, Weed, Woods, Maxwell
				Total this claim	\$1,102.78		
18200	3721	NIPSCO	OPERATING FUND	ELECTRICITY	\$2,304.29	9/10/99	DeMotte Utilities; 7/16 - 8/19/99
				Total this claim	\$2,304.29		
18201	3722	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	9/10/99	Local Telephone Service DeMotte-Sep '99
				Total this claim	\$26.07		
18202	3723	SPRINT	OPERATING FUND	TELEPHONE	\$102.58	9/10/99	Long Distance Service 7/25 -8/24/99
			OPERATING FUND	TELEPHONE	\$57.63		
			OPERATING FUND	TELEPHONE	\$12.49		
				Total this claim	\$172.70		
18203	3724	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	9/10/99	Sewer Service Jul '99-DeMotte
				Total this claim	\$45.66		
18204	3725	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	9/10/99	Sewer Service Sep '99-Wheat
				Total this claim	\$41.05		
18205	3726	ACE HARDWARE	OPERATING FUND	OTHER OPERATING SUPPLIE	\$19.99	9/13/99	Hose Reel-DeMotte
				Total this claim	\$19.99		
18206	3727	A.E. BOYCE CO., INC.	OPERATING FUND	OFFICIAL RECORDS	\$67.24	9/13/99	General Receipts #2101-2550
				Total this claim	\$67.24		
18207	3728	A.M. Best Company, Inc.	OPERATING FUND	BOOKS	\$76.00	9/13/99	Continuations
			OPERATING FUND	BOOKS	\$76.00		
			OPERATING FUND	BOOKS	\$25.90		
				Total this claim	\$177.90		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18208	3729	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$1,852.56	9/13/99	Health Insurance Premium Sep '99-12 Employees
			#125 PLAN	SALARIES AND WAGES	\$1,125.46		
				Total this claim	\$2,978.02		
18209	3730	ASSOCIATED LIBRARIES PRE	OPERATING FUND	BOOKS	\$257.59	9/13/99	Books
			OPERATING FUND	BOOKS	\$60.07		
			OPERATING FUND	BOOKS	\$113.69		
				Total this claim	\$431.35		
18210	3731	AUSTIN BOOK SALES	OPERATING FUND	BOOKS	\$87.04	9/13/99	Continuation Books
			OPERATING FUND	BOOKS	\$2.11		
				Total this claim	\$89.15		
18211	3732	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$658.22	9/13/99	Books & AV
			OPERATING FUND	BOOKS	\$2,647.31		
			OPERATING FUND	BOOKS	\$1,379.94		
			OPERATING FUND	BOOKS	\$509.36		
			OPERATING FUND	BOOKS	\$632.33		
			OPERATING FUND	BOOKS	\$409.97		
			OPERATING FUND	BOOKS	\$16.03		
			OPERATING FUND	BOOKS	\$28.07		
			OPERATING FUND	BOOKS	\$70.34		
			OPERATING FUND	BOOKS	\$214.54		
			OPERATING FUND	BOOKS	\$257.78		
			OPERATING FUND	BOOKS	\$313.53		
			OPERATING FUND	BOOKS	\$25.31		
			OPERATING FUND	BOOKS	\$14.21		
			OPERATING FUND	BOOKS	\$14.21		
			OPERATING FUND	BOOKS	\$14.21		
			OPERATING FUND	BOOKS	\$14.00		
			RENSSELAER GIFT FU	BOOKS	\$47.47		
			DEMOTTE GIFT FUND	BOOKS	\$27.97		
			OPERATING FUND	NONPRINTED MATERIALS	\$61.68		
				Total this claim	\$7,356.48		
18212	3733	BANK ONE	RENS & DEM BOND A	INTEREST-BONDS	\$550.00	9/13/99	Registrar/Paying Agent Fee
				Total this claim	\$550.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18213	3734	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$14.68	9/13/99	Books
			OPERATING FUND	BOOKS	\$2.26		
				Total this claim	\$16.94		
18214	3735	CENTRAL INDIANA HARDWAR	OPERATING FUND	OTHER OFFICE SUPPLIES	\$13.43	9/13/99	6 Keys-Rens
				Total this claim	\$13.43		
18215	3736	CHARLOTTE FAGEN	OPERATING FUND	PROFESSIONAL MEETINGS	\$15.00	9/13/99	INCOLSA Book Repair Wrkshp Sep. 9-Val Colvin
				Total this claim	\$15.00		
18216	3737	CONSOLIDATED INSURANCE	OPERATING FUND	OFFICIAL BONDS	\$100.00	9/13/99	Asst Treasury Bond Mark Heinig
				Total this claim	\$100.00		
18217	3738	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	9/13/99	Sept. E-mail Access
				Total this claim	\$20.00		
18218	3739	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	9/13/99	Water & Cooler Rental-Wheat
			OPERATING FUND	WATER	\$44.55		
				Total this claim	\$54.50		
18219	3740	DARYL'S PASTRY SHOP	OPERATING FUND	LIBRARY SUPPLIES	\$9.00	9/13/99	5 year Plan Meeting expense
				Total this claim	\$9.00		
18220	3741	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$8.96	9/13/99	Books
			OPERATING FUND	BOOKS	\$8.96		
			OPERATING FUND	BOOKS	\$8.96		
			OPERATING FUND	BOOKS	\$24.95		
			OPERATING FUND	BOOKS	\$5.50		
				Total this claim	\$57.33		
18221	3742	DEMCO	OPERATING FUND	BOOKS	\$425.28	9/13/99	Book Jackets & Pockets
				Total this claim	\$425.28		
18222	3743	DEMOTTE OFFICE SUPPLY	OPERATING FUND	OTHER OFFICE SUPPLIES	\$5.99	9/13/99	Canned Air-D
				Total this claim	\$5.99		
18223	3744	DEVON'S FAMILY RESTAURA	OPERATING FUND	LIBRARY SUPPLIES	\$104.00	9/13/99	8/27/99;Long Range Planning Expense
				Total this claim	\$104.00		
18224	3745	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$35.34	9/13/99	Mileage
				Total this claim	\$35.34		
18225	3746	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$12.40	9/13/99	Mileage
				Total this claim	\$12.40		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18226	3747	DISTRICT 1 - ILF	OPERATING FUND	PROFESSIONAL MEETINGS	\$153.00	9/13/99	10/12/99-Schulenberg,Rusher,Colvin, Woods,Mays,Kooy
Total this claim					<u>\$153.00</u>		
18227	3748	DIVISION OF ELEVATOR SAFE	OPERATING FUND	BUILDING & STRUCTURES	\$52.00	9/13/99	8/12/99;Demotte Inspection Emergency lights & telephone shall be made operable
Total this claim					<u>\$52.00</u>		
18228	3749	FACTS ON FILE NEWS SERVI	OPERATING FUND	PERIODICALS & NEWSPAPER	\$230.00	9/13/99	Today's Science on File-D
Total this claim					<u>\$230.00</u>		
18229	3750	FILMIC ARCHIVES	OPERATING FUND	LIBRARY SUPPLIES	\$34.62	9/13/99	Children's Supplies-R & D
			OPERATING FUND	LIBRARY SUPPLIES	\$16.58		
Total this claim					<u>\$51.20</u>		
18230	3751	GAIL JUNG	OPERATING FUND	OTHER OFFICE SUPPLIES	\$27.50	9/13/99	Mouse Balls-9
Total this claim					<u>\$27.50</u>		
18231	3752	GALE GROUP	OPERATING FUND	BOOKS	\$584.25	9/13/99	Dir. Publications & Broadcast Media -Co
			OPERATING FUND	BOOKS	\$14.00		
Total this claim					<u>\$598.25</u>		
18232	3753	HAINES & COMPANY, INC.	OPERATING FUND	BOOKS	\$185.00	9/13/99	Criss/Cross Directories-3
			OPERATING FUND	BOOKS	\$185.00		
			OPERATING FUND	BOOKS	\$185.00		
			OPERATING FUND	BOOKS	\$25.50		
Total this claim					<u>\$580.50</u>		
18233	3754	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$29.23	9/13/99	Card Box,Easel Paper,Labels, D & R
			OPERATING FUND	MAINTENANCE CONTRACTS	\$764.70		Service Contract-MITA #1460 Copiers
Total this claim					<u>\$793.93</u>		
18234	3755	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$375.84	9/13/99	Urinal Blocks,T.Paper,Paper Towels, M-fold Towels
Total this claim					<u>\$375.84</u>		
18235	3756	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$100.00	9/13/99	Medline;10/26/99-Kooy What's the Buzz;10/15/99 Maxwell, Tachtiris
Total this claim					<u>\$100.00</u>		
18236	3757	INFO USA MARKETING, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$2,495.00	9/13/99	American Business Disc
			OPERATING FUND	NONPRINTED MATERIALS	\$15.00		8/99 - 8/00
Total this claim					<u>\$2,510.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18237	3758	INFORMATION & RECORDS A	OPERATING FUND	EQUIPMENT	\$192.50	9/13/99	Repair to Microfilm Reader-R
Total this claim					\$192.50		
18238	3759	INGRAM	OPERATING FUND	BOOKS	\$17.08	9/13/99	Books
			OPERATING FUND	BOOKS	\$35.10		
			OPERATING FUND	BOOKS	\$17.62		
			OPERATING FUND	BOOKS	\$15.56		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$7.68		
			OPERATING FUND	BOOKS	\$4.98		
			OPERATING FUND	BOOKS	\$4.98		
			OPERATING FUND	BOOKS	\$13.27		
Total this claim					\$119.26		
18239	3760	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$10.39	9/13/99	Books
			OPERATING FUND	BOOKS	\$51.96		
			OPERATING FUND	BOOKS	\$10.52		
			OPERATING FUND	BOOKS	\$119.94		
			OPERATING FUND	BOOKS	\$119.94		
			OPERATING FUND	BOOKS	\$123.93		
			OPERATING FUND	BOOKS	\$83.00		
			OPERATING FUND	BOOKS	\$41.35		
Total this claim					\$561.03		
18240	3761	INDIANA UNIVERSITY	OPERATING FUND	BOOKS	\$69.95	9/13/99	Lost ILL Book-Ghost Railroads of Indiana;IL#7489755
Total this claim					\$69.95		
18241	3762	JENNIFER L. EVERS	OPERATING FUND	TRAVELING EXPENSE	\$88.66	9/13/99	Mileage
Total this claim					\$88.66		
18242	3763	JOURNAL AND COURIER	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$139.15	9/13/99	Demotte Agency Librarian Ad 8/22/99
Total this claim					\$139.15		
18243	3764	KOLORTECH, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$345.45	9/13/99	90 Fluorescent Bulbs
Total this claim					\$345.45		
18244	3765	LAWN CARE CONSULTANTS	OPERATING FUND	BUILDING & STRUCTURES	\$900.00	9/13/99	DeM.Lawn Maintenance-,Tree/shrub pru Mowing,4/99-7/99, & removal of weeds, ground cover.
			OPERATING FUND	BUILDING & STRUCTURES	\$710.00		
Total this claim					\$1,610.00		

<i>Warra. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18245	3766	LIBRARY OF CONGRESS	OPERATING FUND	BOOKS	\$219.00	9/13/99	Rule Interpretations,Marc 21 Format, USMARC Code Lists
				Total this claim	<u>\$219.00</u>		
18246	3767	LIBRARY VIDEO COMPANY	OPERATING FUND	NONPRINTED MATERIALS	\$656.90	9/13/99	Video's & CD Rom's
			OPERATING FUND	NONPRINTED MATERIALS	\$32.85		
				Total this claim	<u>\$689.75</u>		
18247	3768	MICROMARKETING,LLC	OPERATING FUND	NONPRINTED MATERIALS	\$119.85	9/13/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$34.90		
			OPERATING FUND	NONPRINTED MATERIALS	\$35.88		
			OPERATING FUND	NONPRINTED MATERIALS	\$11.00		
				Total this claim	<u>\$201.63</u>		
18248	3769	MITA COPYSTAR AMERICA,IN	OPERATING FUND	FURNITURE & EQUIPMENT	\$440.00	9/13/99	MITA Copier #DC-1460-Ren & Dem
			OPERATING FUND	FURNITURE & EQUIPMENT	\$2,062.00		
				Total this claim	<u>\$2,502.00</u>		
18249	3770	MONTGOMERY KONE,INC.	OPERATING FUND	MAINTENANCE CONTRACTS	\$820.92	9/13/99	Elevator Maintenance Contract-Dem 8/1/99 - 8/00
				Total this claim	<u>\$820.92</u>		
18250	3771	NAPPANEE PUBLIC LIBRARY	OPERATING FUND	PERIODICALS & NEWSPAPER	\$110.04	9/13/99	Working Smarter with Internet & Excel Shared Subscription
				Total this claim	<u>\$110.04</u>		
18251	3772	NOLO PRESS, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$63.96	9/13/99	Small Business Legal-CD Rom
			OPERATING FUND	NONPRINTED MATERIALS	\$1.12		
				Total this claim	<u>\$65.08</u>		
18252	3773	OFFICE DEPOT	OPERATING FUND	NONPRINTED MATERIALS	\$64.50	9/13/99	CD Rom zippered 3-ring protectors
				Total this claim	<u>\$64.50</u>		
18253	3774	PARSONS TECHNOLOGY	OPERATING FUND	NONPRINTED MATERIALS	\$389.91	9/13/99	Geneology CD-Roms
				Total this claim	<u>\$389.91</u>		
18254	3775	PEGGY WOODS	OPERATING FUND	TRAVELING EXPENSE	\$34.10	9/13/99	Mileage
				Total this claim	<u>\$34.10</u>		
18255	3776	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$25.00	9/13/99	Replace ceiling lights-Dem
				Total this claim	<u>\$25.00</u>		
18256	3777	PLEASANT COMPANY PUBLIC	OPERATING FUND	NONPRINTED MATERIALS	\$119.88	9/13/99	Audiobooks
			OPERATING FUND	NONPRINTED MATERIALS	\$9.59		
				Total this claim	<u>\$129.47</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18257	3778	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$228.00	9/13/99	100-\$1.00;200-.50;200-.10;200-.04
				Total this claim	<u>\$228.00</u>		
18258	3779	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$236.50	9/13/99	Install New Compressor,Charged Refrigerant,Valve Plate Gasket, Reset Oil Pressure,Wired Crankcase Heater-Rens.;Reset Overloads & Conde Second Stage Compressor-Dem
			OPERATING FUND	BUILDING & STRUCTURES	\$7,181.40		
				Total this claim	<u>\$7,417.90</u>		
18259	3780	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$185.91	9/13/99	Weekly Planners,Duster,Ruled Pads, Binders,Const. Paper,Glue Sticks, Inkjet Cart.,Tabs
			OPERATING FUND	LIBRARY SUPPLIES	\$2.37		
			OPERATING FUND	NONPRINTED MATERIALS	\$79.50		
			OPERATING FUND	LIBRARY SUPPLIES	\$15.67		
				Total this claim	<u>\$283.45</u>		
18260	3781	R I D, Inc.	OPERATING FUND	EQUIPMENT	\$6.50	9/13/99	Tablecloth Rental-Planning Comm. Mtg.
				Total this claim	<u>\$6.50</u>		
18261	3782	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$30.60	9/13/99	Audiobooks
			OPERATING FUND	NONPRINTED MATERIALS	\$30.60		
			OPERATING FUND	NONPRINTED MATERIALS	\$17.40		
				Total this claim	<u>\$78.60</u>		
18262	3783	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	9/13/99	Continuation Books
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$2.93		
				Total this claim	<u>\$29.90</u>		
18263	3784	RENSSELAER REPUBLICAN	OPERATING FUND	PERIODICALS & NEWSPAPER	\$43.00	9/13/99	Taxpayer Notification Ad, KV Post Subscrp;D-9/00 W-8/00
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$43.00		
			OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$356.06		
				Total this claim	<u>\$442.06</u>		
18264	3785	ROEING CORPORATION	OPERATING FUND	NETWORKING	\$1,194.00	9/13/99	Installation of Cable
				Total this claim	<u>\$1,194.00</u>		
18265	3786	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$1,005.25	9/13/99	7/30/99 - 8/27/99 Courier Service
				Total this claim	<u>\$1,005.25</u>		
18266	3787	STEPHANIE FILSON	OPERATING FUND	TRAVELING EXPENSE	\$89.90	9/13/99	Mileage;Demotte & INCOLSA
				Total this claim	<u>\$89.90</u>		
18267	3788	THINK TANK INFORMATION S	OPERATING FUND	NONPRINTED MATERIALS	\$1,187.27	9/13/99	10 Novell Intranetware User Licenses
				Total this claim	<u>\$1,187.27</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18268	3789	TYSEN'S COUNTRY GROCER	OPERATING FUND	LIBRARY SUPPLIES	\$12.18	9/13/99	INCOLSA Weeding Wrkshp Expense
				Total this claim	\$12.18		
18269	3790	UNIQUE BOOKS, INC.	OPERATING FUND	BOOKS	\$12.95	9/13/99	Books
			OPERATING FUND	BOOKS	\$12.95		
			OPERATING FUND	BOOKS	\$0.78		
				Total this claim	\$26.68		
18270	3791	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$137.94	9/13/99	July & August Initial & Secondary Place Collection Agency
				Total this claim	\$137.94		
18271	3792	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$12.81	9/13/99	Meeting Room & Children's Supplies-R
			OPERATING FUND	LIBRARY SUPPLIES	\$0.97		
				Total this claim	\$13.78		
18272	3793	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$140.00	9/13/99	Mow Lawn-7/6,7/13,7/20 & 7/27/99
				Total this claim	\$140.00		

<i>Warra Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
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Total Amount of Claims \$74,100.82

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, September 07, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 9 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$74,100.82

Date this 13th day of September, 19 99.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

OCT.

AGENDA

**Jasper County Public Library Board of Trustees Monthly Meeting
Monday, October 11, 1999, 7:00 PM
Rensselaer Library**

Purpose

Executive Session: to discuss a job performance evaluation

Opening of meeting

Moment of silence

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of meeting (R 1 - R 2)
- B. Bills/Financial Reports (F)
- C. Revised salary ordinance (R 7)
- D. Workshop approval (R 17)

General Business

- A. Meeting room reservation procedures (R 11)
- B. NILBA meeting: report

Action
Information

Director's Report (R 13-R 17)

Discussion

Items for future Agendas

Public Forum

Adjournment

Minutes September 13, 1999
Meeting of the Jasper County Public Library Board 7:00 PM
Wheatfield Library

Present: Roger Walstra, Mark Heinig, Sue Deardorff, Joan Floyd, Anne-Marie Egan, Jim Staton, Mari Anne Sayler, Lynn Daugherty.

Board President welcomed M.A. Sayler, who will be completing the term of D. Abel, to the JCPL Board of Directors.

Agenda & Consent Agenda: The Group Visit Policy, Library Board Privilege Policy, and Library Staff Privilege Policy were added to the Consent Agenda with the revisions being noted in the latter policies. J. Floyd moved, seconded by J. Staton, to approve the Agenda and Consent Agenda items including the August Minutes, Bills/Financial Reports, Salary Ordinance Update, and the aforementioned policies. Motion passed.

2000 Budgets: The adoption of the Operating budget of \$1,337,771 with a tax rate of \$.2341, BIRF budget of \$433,950 with a tax rate of \$.1129, LIRF budget of \$55,000 with a zero tax rate, and the Library Capital Projects budget of \$70,000 plus operating balance of \$97,961 with a tax rate of \$.0419, was approved on a motion by J. Staton. Second by A-M Egan. Motion was unanimous.

Wheatfield Librarian Address: D. Kros, Children's Specialist, reported on the continued success of the children's programs and the growth in attendance experienced over the past three years. If attendance continues to increase for summer reading programs, there may be a need to offer two sessions instead of one or limit reservations. A five-weekYA program drew 24 registered youth and offered a weekly \$15 drawing as a reading incentive.

D. Kooy, Agency Librarian, felt new cards were up as well as an increase in Meeting Room use. They have recently seen the need to limit scout troops from scheduling too far in advance. Fax use has increased due to the number of international faxes being sent in the area. A second Internet station will be installed soon. Continued improvements to building appearance, a new soon-to-be rubber roof installation, and the challenge of finding new spaces for storage were noted. The Wheatfield Friend's Group is becoming more active and assisted in distributing surveys this summer. They are eager to purchase picture rail and apparatus for an art display. This indicates the community is taking more pride in the library and its services. The board gave a nod of approval for a display area behind the circ. desk.

LIRF Reduction: In order to have enough funds to appropriate the \$55,000 for Year 2000 budget, it is necessary either to reduce the 1999 appropriation to \$25,000, or to allow the State Tax auditors to cut the Y2K budget accordingly. Any expenditure we would want to make in 2000 over the cut figure would need an additional appropriation. On a motion by M. Heinig, seconded by J. Staton, the board voted to reduce the 1999 appropriation as stated above. Motion passed.

Board Secretary: Sue Deardorff was appointed to fill the office of Secretary for the remainder of 1999.

NILBA Dinner/Meeting: Hosted by Westchester Public Library on September 29th at Library Services Center in Chesterton. Interested board members need to notify one of the JCPL administrative staff to make their reservations before September 22. A-M Egan and L. Daugherty plan to attend at this time.

District 1 ILF Conference: Scheduled for October 12, 1999 at Notre Dame, Indiana. Deadline for reservations to JCPL administrative staff is September 21.

Director's Evaluation: Evaluation Committee chairman, M. Heinig, passed out forms to all board members. Remarks/comments are welcome and encouraged in the evaluation. Completed evaluations need to be returned before Wednesday, September 22, in an envelope and addressed to M. Heinig, c/o Rensselaer Library. If returned to DeMotte or Wheatfield libraries, please return *no later* than September 22nd AM to allow time to be delivered via transport to Business Office.

Tax Abatements: J. Staton briefed the Board on the request from Reisbold Dairy per enclosed. Abatements are normally granted on a graduated scale. Buildings and equipment in buildings qualify for the abatement. Companies are taxed on raw materials and cattle (cows). County Council is developing stricter guidelines for applications. In many abatements the hiring of local help is required with the exception of key personnel. The Board appreciated the background and did not wish to pursue the issue any further.

Director's Report: Final Long-Range Planning Committee scheduled for Sep. 22nd.

Samples of heating water were taken. Results not back yet. Precision Control will include replacing water filters with the quarterly maintenance. Checklist will be forthcoming for quarterly maintenance per Bob Jackson of P.C.

Teachers have been contacted regarding disallowing the placement of dots on accelerated reading books for children. Lists will be provided, however, of the accelerated reading books in our system.

Rensselaer Friend's Group will have a call-out to revitalize the organization on November 4th.

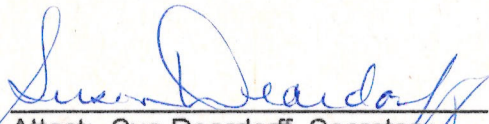
Dr. Laura Schlessinger: Popular radio show' psychologist advocates filtering the Internet and is asking the public to picket a library at noon on Saturday, September 18th, to show their support. The board directed L. Daugherty to contact local authorities regarding community ordinances concerning public demonstrations. She will contact our lawyer for advice on how the library should respond in the event of a picket line.

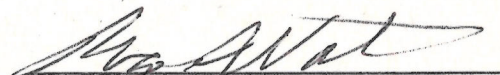
Endowment Program: Civitas, the Fifth Third Bank, is sponsoring a free program on September 30, 3:00-5:00 PM, on *How to Build an Endowment*. L. Reiniers of Jasper Foundation endorsed the seminar and techniques it offers. R. Walstra, Board President, will attend on behalf of the library.

JCPL Gift Fund: The Board felt the purchase of an LCD computer projector by the library would be beneficial to the library staff, and to the public for use in the Meeting Rooms only.

PLA Conference: Reservations should be made to this very popular event as early as possible. Next year it is being held in North Carolina the last week of March. L. Daugherty is contemplating taking a couple of staff and two board members if interested. Staff who are not PLA members will be asked to provide their own meals since the library would need to pay the non-member registration fee which is approximately \$100+ over a member cost.

With no further business to discuss, the meeting adjourned at 8:45 PM on a motion by J. Staton, seconded by A-M Egan.


Attest: Sue Deardorff, Secretary


Roger Walstra, President

September 1999

DEMOTTE

RENSSELAER

WHEATFIELD

Added			Withdrawn			Circulation	Added			Withdrawn			Circulation	Total Circ.
Vols.	Titles		Vols.	Titles			Vols.	Titles		Vols.	Titles			
1	1		1	1		1	1		1	1		1	1	1
2	2		2	2		2	2		2	2		2	2	2
3	3		3	3		3	3		3	3		3	3	3
4	4		4	4		4	4		4	4		4	4	4
5	5		5	5		5	5		5	5		5	5	5
6	6		6	6		6	6		6	6		6	6	6
7	7		7	7		7	7		7	7		7	7	7
8	8		8	8		8	8		8	8		8	8	8
9	9		9	9		9	9		9	9		9	9	9
10	10		10	10		10	10		10	10		10	10	10
11	11		11	11		11	11		11	11		11	11	11
12	12		12	12		12	12		12	12		12	12	12
13	13		13	13		13	13		13	13		13	13	13
14	14		14	14		14	14		14	14		14	14	14
15	15		15	15		15	15		15	15		15	15	15
16	16		16	16		16	16		16	16		16	16	16
17	17		17	17		17	17		17	17		17	17	17
18	18		18	18		18	18		18	18		18	18	18
19	19		19	19		19	19		19	19		19	19	19
20	20		20	20		20	20		20	20		20	20	20
21	21		21	21		21	21		21	21		21	21	21
22	22		22	22		22	22		22	22		22	22	22
23	23		23	23		23	23		23	23		23	23	23
24	24		24	24		24	24		24	24		24	24	24
25	25		25	25		25	25		25	25		25	25	25
26	26		26	26		26	26		26	26		26	26	26
27	27		27	27		27	27		27	27		27	27	27
28	28		28	28		28	28		28	28		28	28	28
29	29		29	29		29	29		29	29		29	29	29
30	30		30	30		30	30		30	30		30	30	30
31	31		31	31		31	31		31	31		31	31	31
32	32		32	32		32	32		32	32		32	32	32
33	33		33	33		33	33		33	33		33	33	33
34	34		34	34		34	34		34	34		34	34	34
35	35		35	35		35	35		35	35		35	35	

Fiction	137	74	37	12	2184	54	47	1	1	1974	42	25	7	0	835	4,993
Nonfiction	63	44	210	107	1492	91	60	13	4	1419	76	49	435	210	725	3,636

Fiction	80	46	80	30	1997	81	61	2	2	2351	44	13	19	2	628	4,976
Nonfiction	37	27			591	22	19	5	4	963	15	8	1	1	236	1,790

Magazines, Adult	597	444	222	1,263
Magazines, Child	41	18	49	108
Graphic Mat'l	0	10	0	10
Internet Use	147	454	95	696
Microforms				0

Sound Rec/Adult					253					498					267	1,018
Sound Rec/Child	35	18	15	5	57	46	39			53	32	22	72	41	29	139
Online Databases	3	3	10	3							4	3	2	1		11
CD ROM software					39					77	5	5			45	161
Software																0
Vertical Files					131	2	1			40					11	182
VHS	21	14	12	8	560	31	25			1125	26	11	39	23	601	2,286
Equipment					0					1					1	2
TOTAL	376	226	364	165	8089	327	252	21	11	9427	244	136	575	278	3,744	21,260

[illegible]

DEMOTTE

RENSSELAER

WHEATFIELD

Total Materials Owned	45,006	56,096	25,703
Total Titles Owned	39,702	51,376	24,760
Daily Average Circulation	330	377	150
Percent Increase/Decrease	-0.1%	0.2%	-0.5%

[illegible]

MONTHLY SYSTEM STATISTICS

1998

1999

% change

Circulation

21482

21260

-1.0%

Jan. to date circulation

~~2E+05~~ 209044

212481

1.6%

70

WHEATFIELD COLLECTION

Start of Month	End of Month
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Volumes	Titles	Volumes	Titles
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ADULT BOOKS								ADULT BOOKS				
								Fiction				
								Nonfiction				
12,118	11,113	12,218	11,175	13,522	12,931	13,575	12,977	7,882	8,074	7,917	8,099	
15,263	12,413	15,116	12,350	19,633	17,418	19,711	17,474	6,975	5,791	6,616	5,630	
								CHILDREN'S BKS				
								Fiction				
								Nonfiction				
9,365	8,507	9,365	8,523	11,065	10,491	11,144	10,550	5,908	5,906	5,933	5,917	
5,826	5,392	5,863	5,419	7,366	6,975	7,383	6,990	3,043	3,146	3,057	3,153	
								Magazines,Adult				
								Magazines,Child				
2	2	2	2	365	152	365	152	3	3	3	3	
								Graphic Mat'l				
0	0	0	0	0	0	0	0	0				
								Microforms				
1,164	1,032	1,164	1,032	2,237	1,687	2,237	1,687	1,287	1,179	1,287	1,179	
184	187	204	200	167	174	213	174	31	31	-9	12	
								Sound Rec/Adult				
								Sound Rec/Child				
21	17	21	17	36	30	36	30	12	14	17	19	
4	2	4	2	47	24	47	24	110	55	110	55	
								CD ROM software				
								Software				
								Vertical files				
1,039	975	1,048	981	1,353	1,292	1,384	1,317	785	705	772	693	
1	1	1	1	1	1	1	1	0	0	0	0	
								VHS				
								Equipment				
44,987	39,641	45,006	39,702	55,792	51,175	56,096	51,376	26,036	24,904	25,703	24,760	
								TOTAL				

[illegible]

CIRCULATION BY ITEM FINE CODE
September 1999

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
000 (0)	52	51	24	127
100 (1)	52	66	28	146
200 (2)	36	61	41	138
300 (3)	186	221	109	516
400 (4)	6	14	5	25
500 (5)	50	53	24	127
600 (6)	434	398	251	1083
700 (7)	306	207	73	586
800 (8)	44	32	21	97
900 (9)	160	155	74	389
B (10)	100	92	55	247
j000 (11)	25	15	4	44
j100 (12)	3	10	2	15
j200 (13)	5	27	6	38
j300 (14)	49	85	22	156
j400 (15)	9	6	3	18
j500 (16)	159	250	49	458
j600 (17)	124	174	33	331
j700 (18)	101	177	38	316
j800 (19)	15	21	10	46
j900 (20)	45	138	27	210
jB (21)	56	60	42	158
FIC (22)	1461	1449	614	3524
yaFIC (23)	25	74	26	125
LARGE PRINT (24)	103	59	14	176
jFIC (25)	182	399	51	632
jE (26)	1269	1496	468	3233
jER (27)	337	216	67	620
Magazines (28)	597	444	222	1263
Games/Toys (29)	0	10	0	10
Filmstrips (30)	0	0	0	0
Microforms (31)	0	0	0	0
Cassettes (32)	0	0	0	0
jCassettes (33)	30	34	21	85
Compact Discs (34)	152	237	172	561
jCompact Discs (35)	3	2	0	5
Sound Recordings (36)	101	261	95	457
jSound Recordings (37)	24	17	8	49
CD ROM Software (38)	39	77	45	161
Vertical File (39)	131	40	11	182
Equipment (40)	0	1	1	2
yapFIC (41)	174	147	60	381
jpFIC (42)	209	240	42	491
Reference (43)	66	69	20	155
Genealogy (44)	0	0	0	0
jMagazines (45)	41	18	49	108
VHS (46)	560	1125	601	2286
Computer software (47)	0	0	0	0
Internet usage (49)	147	454	95	696
Free reads	421	245	121	787
Puzzles				0
Talking books				0

Assignment shelf books

TOTAL

8089

9427

3744

21260

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

September 1999

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs		Hrs		Hrs			
INTRALIBRARY LOANS FILLED	143	31	127	28	178	39	448	97
LOCAL HISTORY								
In person	9	3	33	9	0	0	42	12
Letters written	1	1	8	8		0	9	9
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	19	2	67	6	40	3	126	11
VCR Use		0		0	0	0	0	0
Microforms		0	48	6	0	0	48	6
CD ROM software used	37	3	66	6	0	0	103	9
Online articles retrieved		0		0		0		0
Public use of FAX service	30	5	36	6	19	3	85	14
Typewriter use	1	0	0	0	2	0	3	0
Other equipment used	0	0	3	1	0	0	3	1
Dial-in OPAC access								
Tax Forms distributed		0		0		0	0	0
OTHER LIBRARY SERVICES USED								
Walking book visits	0	0	6	4	0	0	6	4
Notarized documents	5	1	0	0	0	0	5	1
Meeting Room Use (number of groups)	47	16	30	10	19	6	96	32
Study room use	19	2	8	1	0	0	27	2
INTERLIBRARY LOANS								
Requests made for:	72	18	106	27	33	8	211	53
Items rec'd for:	66	33	69	35	20	10	155	78
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0
PROGRAMS								
Programs for all ages		0	1	6		0	1	6
Children's Programs (0-13)	18	108	23	138	8	48	49	294
Number attending	266		292		96		654	
YA Programs (14-17)		0		0		0	0	0
Number attending			9				9	
Adult Programs	2	12	6	36		0	8	48
Number attending	72		38		17		127	
Senior Citizen Programs	1	6	2	12		0	3	18
Number attending	10		20				30	

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
TOTAL NO. OF PROGRAMS	21	126	32	192	8	48	61	366
TOTAL PERSONS ATTENDING	348		359		113		820	
TOTAL ATTENDING same month last yr.								
TOTAL STAFF HOURS SPENT		240		337		118		695
HOURS SPENT same month last yr.		241		291		97		628

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult Male (0)	757	10.1%	1065	11.7%	584	16.2%	2406	11.9%
Adult Female (1)	4742	63.3%	4774	52.6%	2209	61.4%	11725	58.1%
Juvenile 0-11 (2)	1081	14.4%	1470	16.2%	340	9.4%	2891	14.3%
YA 12-17 (3)	382	5.1%	447	4.9%	151	4.2%	980	4.9%
Nonresident No Fee (4)	55	0.7%	234	2.6%	33	0.9%	322	1.6%
Board/Staff (5)	213	2.8%	522	5.7%	261	7.3%	996	4.9%
School (6)	0	0.0%	35	0.4%	0	0.0%	35	0.2%
St. Joseph College (7)	0	0.0%	104	1.1%	0	0.0%	104	0.5%
State Library Card (8)	0	0.0%	3	0.0%	0	0.0%	3	0.0%
Nonresident Fee (9)	0	0.0%	7	0.1%	0	0.0%	7	0.0%
Corporate (10)	0	0.0%	113	1.2%	20	0.6%	133	0.7%
Reciprocal (11)	258	3.4%	306	3.4%	0	0.0%	564	2.8%
Total	7488		9080		3598		20166	
Total items borrowed	313	4.2%	689	7.6%	33	0.9%	1035	5.1%

REGISTRATIONS

Borrowers--Start of month:	6999	7133	2843	9976
Borrowers--End of month:	7077	7242	2866	17185
Non-resident, paying	3	12	0	15
PLAC card users	0	2	0	2
Reciprocal borrowers	200	117	8	325

GAL
GRO

Main Menu

GaleNet Usage Statistics System

Incolsa Jasper County Public Library

September 1999 Summary Report

For more information about *GaleNet Usage Statistics System*, click [here](#) to view the help documentation. Clicking on a column heading will retrieve information about the topic.

<u>GaleNet Products</u>	<u>Searches Submitted</u>	<u>Entries Retrieved</u>	<u>Help</u>
DISCovering U.S. History	10	4	4
EXPLORING Poetry	2	5	0
Gale Literary Databases	1	2	0
Grand Total	13	11	4

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**Salary Ordinance 1999
Revised 10/99**

Name	Classification	Present Hrly Wage	Hrs Worked	Library	Start Date	Raise Date(s)
Murillo, Tina	Page	\$5.15	10	R	9/28/99	
Rusk, Dayna	Page	\$5.15	10	R	10/5/99	
Whitlow, Emily	Lib Asst. 1,2	\$8.11	30	R, W, D		
Woodruff, Cortny	Page	5.25/5.50	10	R	3/30/99	Res. 9/30

Cortny is leaving because she has been invited to participate in a St. Joseph's College class and will not have time to work and meet her other obligations. Dayna is taking her place. Tina is replacing Denise Yentes who left to take a teaching position.

Emily Whitlow is adding 10 hours as a Library Assistant 1 to help out in Technical Services for the rest of the year. This will allow Stephanie Filson, Technical Services Assistant II, to devote 20 hours per week to assisting System Administrator Sheila Maxwell.

<u>Jean A. Floyd</u>	<u>M. H. H. G.</u>
<u>James M. Stetson</u>	<u>Mari Anne Layler</u>
<u>Jason Deardorff</u>	<u>Reine-maine Egan</u>
<u>Boys W. W.</u>	

JCPL REFERENCE ACTIVITY REPORT

July through September 1999--6 sample days

	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
REFERENCE QUESTIONS				
Telephone: Directional	128	117	55	300
Telephone: Reference	107	54	31	192
In-person: Directional	119	164	107	390
In-person: Reference	213	105	52	370
Total	567	440	245	1252
COPIES MADE FOR PATRONS	226	3	57	286

Monthly Equivalent for July 1999

REFERENCE QUESTIONS				
Telephone: Directional	555	507	238	1300
Telephone: Reference	464	234	134	832
In-person: Directional	516	711	464	1690
In-person: Reference	923	455	225	1603
Total	2457	1907	1062	5425
COPIES MADE FOR PATRONS	979	13	247	1239

Monthly Equivalent for July 1998

REFERENCE QUESTIONS				
Telephone: Directional	390	910	234	1534
Telephone: Reference	451	234	160	845
In-person: Directional	446	966	498	1910
In-person: Reference	624	611	303	1538
Total	1911	2721	1195	5827
COPIES MADE FOR PATRONS	472	113	477	1062

MEMORANDUM

Meeting Room Reservation Process

Summary: This month a squabble developed between two Girl Scout leaders who meet in the two DeMotte meeting rooms. One complained to Jim Staton that the group with the smaller number of girls meets in the larger room and asked that he get this changed.

Jim would like the board to consider requiring that the area coordinator of the Girl Scout troops in the DeMotte/Wheatfield area be made responsible for scheduling library meeting rooms for her leaders, thus keeping the library board and staff out of the fray.

We determined that there was not a huge difference in the number of girls in each group and did not ask the groups to switch meeting rooms.

Discussion: The complainant, the leader with the larger number of girls, was first to reserve a meeting room and agreed at the time that the smaller room would meet her needs. Later, perceiving a difference in the number of girls in each group, and failing in her attempt to get the other leader to switch rooms with her, she told the other leader that she had a contact on the board and would get the rooms switched through that means.

Staff feeling: Impartially giving first choice to the first person reserving a room has worked for years; this is the first controversy that has developed. It would be difficult for the area Girl Scout coordinator to schedule meeting rooms for her leaders, since she does not know what other groups might be reserving the rooms. The other option would be to give the Girl Scouts a block of times for the rooms, with the area coordinator working out who would get the rooms when. However, this would negate our first-come first-serve policy, eliminating the possibility of after school use by Boy Scouts or other groups.

Action: The Board needs to consider the pros and cons of Jim's proposal and determine whether they feel a change in scheduling methods is needed.

Vote: To continue with the present method of staff meeting room scheduling at DeMotte or to approve a different method of scheduling.

JCPL FINANCIAL STATEMENT

September 30, 1999

	<u>Beginning 1999 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$380,514.80	\$102,604.17	\$908,804.61	\$9,707.78	\$652,238.51	\$123,948.70
Investments						
Public Library Access Card Fund	\$110.00	\$0.00	\$133.00	\$0.00	\$46.00	\$23.00
Gift Fund	\$6,752.14	\$75.44	\$2,212.89	\$30.00	\$2,301.85	\$6,841.10
DeMotte	\$383.27	\$27.97	\$497.80	\$0.00	\$355.00	\$240.47
Rensselaer	\$5,944.50	\$47.47	\$1,647.15	\$30.00	\$1,821.65	\$6,119.00
Wheatfield	\$424.37	\$0.00	\$67.94	\$0.00	\$125.20	\$481.63
Library Improvement Reserve Fund	\$56,270.49	\$0.00	\$0.00	\$211.53	\$1,780.48	\$58,050.97
Bond & Interest Redemption Fund	\$94,798.85	\$550.00	\$87,810.00	\$0.00	\$219,991.06	\$226,979.91
Investments	\$105,000.00					
Lost/Hospitality Fund	\$13.60	\$0.00	\$975.66	\$0.00	\$962.06	\$0.00
Oral History Grant Fund	\$71.11	\$0.00	\$0.00	\$0.00	\$0.00	\$71.11
Revenue Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund	\$74.81	\$0.00	\$74.81	\$0.00	\$0.00	\$0.00
Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
 petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund (\$10 transf./ Oper.Fund)	\$80.00	\$0.00	\$0.00	\$0.00	\$10.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$6,239.96	\$48,581.53	\$6,239.96	\$48,581.53	\$0.00
FICA Tax Collected	\$0.00	\$4,207.08	\$35,843.39	\$4,207.08	\$35,843.39	\$0.00
State Tax Collected	\$1,533.22	\$1,771.97	\$15,488.82	\$1,843.09	\$15,798.69	\$1,843.09
County Tax Collected	\$457.71	\$503.49	\$4,425.93	\$534.85	\$4,503.07	\$534.85
IN Deferred Comp.	\$0.00	\$2,255.56	\$18,901.35	\$2,255.56	\$18,901.35	\$0.00
#125 Plan	\$0.00	\$1,125.46	\$11,446.66	\$1,125.44	\$11,446.68	\$0.02
Employee Health Insur.	\$0.00	\$0.00	\$6.00	\$0.00	\$6.00	\$0.00
Employee P.E.R.F.	\$3,543.91	\$0.00	\$11,732.68	\$1,446.13	\$12,356.25	\$4,167.48
Credit Union	\$0.00	\$0.00	\$291.78	\$0.00	\$291.78	\$0.00
TOTAL ALL FUNDS.....	\$544,340.64	\$119,333.13	\$1,146,729.11	\$27,601.42	\$1,025,058.70	\$422,670.23

Bank Balances***Jasper County Public Library******Report as of: 9/30/99***

<i>Bank</i>		
1	Peoples State Bank	\$249,839.45
2	Demotte State Bank	\$9,569.81
3	Lafayette Bank & Trust-LIRF	\$58,050.97
4	Cash on Hand	\$210.00
5	Civitas CD# 7151014302	\$0.00
6	Civitas CD# 7151014301	\$105,000.00
7	Pinnacle Bank CD #7121015842	\$0.00
8	Pinnacle Bank CD #7121015843	\$0.00
9	CD #7152001061	\$0.00

Total all banks = \$422,670.23

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

REPORT FOR REGISTER OF INVESTMENTS
OPEN INVESTMENTS AS OF 01 Oct 99

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
08 NOV 99	7151014301	CIVITAS	185 DAY	105000.00	4.80	BIRF	07 MAY 99	.00	
--TOTALS--				105000.00				.00	

REPORT FOR REGISTER OF INVESTMENTS
CLOSED INVESTMENTS AS OF 01 Oct 99

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
15 FEB 99	7121015483	PINNACLE BANK	62 DAYS	100000.00	4.86	OPERATING	15 DEC 98	837.00	
16 MAR 99	7121015842	PINNACLE BANK	92 DAYS	200000.00	4.86	OP-105500;B	15 DEC 98	2457.00	
06 AUG 99	7151014302	CIVITAS	91 DAY	145000.00	4.65	OP-105000;B	07 MAY 99	1704.36	
13 SEP 99	7152001061	CIVITAS BANK	90 DAY	250000.00	4.86	OP-168000;B	15 JUN 99	3037.50	
--TOTALS--				695000.00				8035.86	

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 9/1/99 To 9/30/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 SALARY OF LIBRARIAN	\$44,616.00	\$0.00	\$44,616.00	\$3,718.00	\$33,397.00	\$11,219.00	74.9
1.12 SALARY OF ASSISTANTS	\$577,199.00	\$0.00	\$577,199.00	\$49,420.18	\$420,388.75	\$156,810.25	72.8
1.13 WAGES OF JANITORS	\$37,616.00	\$0.00	\$37,616.00	\$2,982.77	\$26,201.94	\$11,414.06	69.7
1.21 EMPLOYER'S SHARE-FICA	\$50,447.00	\$0.00	\$50,447.00	\$4,207.08	\$35,843.39	\$14,603.61	71.1
1.22 UNEMPLOYMENT COMPENSAT	\$1,800.00	\$0.00	\$1,800.00	\$0.00	\$2,178.29	(\$378.29)	121.0
1.23 EMPLOYER'S CONTRIB.- PERF	\$27,942.00	\$0.00	\$27,942.00	\$0.00	\$19,554.65	\$8,387.35	70.0
1.24 EMPLOYER'S CONTRIB.- INS.	\$26,000.00	\$0.00	\$26,000.00	\$1,940.91	\$18,383.82	\$7,616.18	70.7
1.31 OTHER PERSONAL SERVICES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$330.00	\$1,170.00	22.0
Subtotal	\$767,120.00		\$767,120.00	\$62,268.94	\$556,277.84	\$210,842.16	72.5
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$1,000.00	\$0.00	\$1,000.00	\$67.24	\$486.60	\$513.40	48.7
2.12 STATIONERY AND PRINTING	\$700.00	\$0.00	\$700.00	\$0.00	\$396.88	\$303.12	56.7
2.13 OTHER OFFICE SUPPLIES	\$5,600.00	\$0.00	\$5,600.00	\$262.06	\$4,638.92	\$961.08	82.8
2.21 CLEANING & SANITATION SUP	\$3,400.00	\$26.10	\$3,426.10	\$375.84	\$2,486.11	\$939.99	72.6
2.22 FUEL, OIL & LUBRICANTS	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	0.0
2.23 OTHER OPERATING SUPPLIES	\$4,000.00	\$13.43	\$4,013.43	\$365.44	\$3,727.55	\$285.88	92.9
2.31 BUILDING MATERIALS & SUPP	\$1,000.00	\$236.00	\$1,236.00	\$0.00	\$546.73	\$689.27	44.2
2.32 PAINT AND PAINTING SUPPLIE	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.33 REPAIR PARTS	\$500.00	\$0.00	\$500.00	\$0.00	\$209.44	\$290.56	41.9

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.41 LIBRARY SUPPLIES	\$5,500.00	\$12.18	\$5,512.18	\$208.20	\$2,484.45	\$3,027.73	45.1
2.42 AUTOMATION SUPPLIES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$415.20	\$2,084.80	16.6
Subtotal	\$24,370.00	\$287.71	\$24,657.71	\$1,278.78	\$15,391.88	\$9,265.83	62.4
<i>3. Other Services and Charge</i>							
3.11 CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.12 ENGINEERING & ARCH. SERVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.13 LEGAL SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$275.00	\$1,725.00	13.8
3.14 OTHER PROFESSIONAL SERVI	\$8,000.00	\$127.26	\$8,127.26	\$0.00	\$3,358.26	\$4,769.00	41.3
3.21 TELEPHONE	\$12,000.00	\$0.00	\$12,000.00	\$198.77	\$4,939.03	\$7,060.97	41.2
3.22 POSTAGE	\$6,000.00	\$40.37	\$6,040.37	\$228.00	\$3,565.04	\$2,475.33	59.0
3.23 TRAVELING EXPENSE	\$5,500.00	\$0.00	\$5,500.00	\$260.40	\$4,265.45	\$1,234.55	77.6
3.24 PROFESSIONAL MEETINGS	\$7,200.00	\$12.37	\$7,212.37	\$516.90	\$5,998.03	\$1,214.34	83.2
3.25 FREIGHT	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.0
3.26 NETWORKING	\$24,000.00	\$1,194.00	\$25,194.00	\$1,214.00	\$6,247.49	\$18,946.51	24.8
3.31 ADVERTISING & PUBLIC NOTIC	\$1,100.00	\$0.00	\$1,100.00	\$495.21	\$1,513.06	(\$413.06)	137.6
3.32 OTHER PRINTING	\$200.00	\$0.00	\$200.00	\$0.00	\$282.82	(\$82.82)	141.4
3.41 OFFICIAL BONDS	\$250.00	\$0.00	\$250.00	\$100.00	\$100.00	\$150.00	40.0
3.42 OTHER INSURANCE	\$14,500.00	\$0.00	\$14,500.00	\$0.00	\$10,325.00	\$4,175.00	71.2
3.51 GAS	\$29,000.00	\$0.00	\$29,000.00	\$99.70	\$9,159.20	\$19,840.80	31.6
3.52 ELECTRICITY	\$51,000.00	\$0.00	\$51,000.00	\$4,470.99	\$31,503.64	\$19,496.36	61.8
3.53 WATER	\$1,000.00	\$0.00	\$1,000.00	\$94.70	\$648.54	\$351.46	64.9
3.54 WASTE DISPOSAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$187.81	\$1,724.67	\$775.33	69.0
3.61 BUILDING & STRUCTURES	\$35,000.00	\$7,108.25	\$42,108.25	\$9,244.90	\$37,483.33	\$4,624.92	89.0
3.62 EQUIPMENT	\$12,000.00	\$0.00	\$12,000.00	\$192.50	\$1,370.35	\$10,629.65	11.4

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.71 REAL ESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 EQUIPMENT	\$240.00	\$0.00	\$240.00	\$16.45	\$172.05	\$67.95	71.7
3.91 DUES	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$2,298.63	\$301.37	88.4
3.92 INTEREST ON TEMPORARY LO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.93 TAXES & ASSESSMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.94 TRANSFER TO LIRF	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$9,600.00	\$30,400.00	24.0
3.95 SERVICE CONTRACTS	\$12,038.00	\$0.00	\$12,038.00	\$1,143.19	\$9,010.42	\$3,027.58	74.8
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.97 INTERVIEWING & MOVING EXP	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.98 MAINTENANCE CONTRACTS	\$41,500.00	\$0.00	\$41,500.00	\$1,585.62	\$12,465.63	\$29,034.37	30.0
Subtotal	\$308,298.00	\$8,482.25	\$316,780.25	\$20,049.14	\$156,305.64	\$160,474.61	49.3
<i>4. Capital Outlays</i>							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3 IMPROVEMENTS OTHER THAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$29,000.00	\$3,922.00	\$32,922.00	\$2,502.00	\$8,184.26	\$24,737.74	24.9
4.51 BOOKS	\$150,000.00	(\$522.05)	\$149,477.95	\$10,621.88	\$116,278.71	\$33,199.24	77.8
4.52 PERIODICALS & NEWSPAPERS	\$24,000.00	\$856.00	\$24,856.00	\$426.04	\$21,096.88	\$3,759.12	84.9
4.53 NONPRINTED MATERIALS	\$58,000.00	\$1,187.27	\$59,187.27	\$5,457.39	\$35,259.40	\$23,927.87	59.6
Subtotal	\$261,000.00	\$5,443.22	\$266,443.22	\$19,007.31	\$180,819.25	\$85,623.97	67.9
Grand Total	\$1,360,788.00	\$14,213.18	\$1,375,001.18	\$102,604.17	\$908,794.61	\$466,206.57	66.1

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Changes to Appropriations

<i>Date</i>	<i>Fund Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Reason</i>
2/22/98	100	4.4	\$70.00	Symantec's PC Anywhere Rebate - A/P#30
4/14/99	100	2.31	\$236.00	Utica Ins. Claim -Ice Damage, Rens & DeM
4/14/99	100	2.21	\$26.10	Utica Ins. Claim-Ice Damage, Rens & DeM.
4/14/99	100	3.14	\$127.26	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	3.61	\$544.00	Utica Ins. Claim-Ice Damage, Rens & DeM-
5/11/99	100	4.52	\$700.00	Approved 10MAY99 Bd. Mtg.
5/11/99	100	4.51	(\$700.00)	Approved 10MAY99 Bd. Mtg.
6/14/99	100	3.61	\$826.00	Utica Ins. Claim-Mtg. Rm. Damage, DeM.-A
6/14/99	100	4.51	\$25.00	Ref.on Lost Bk-C. Coulitsis pd 3/99. - A/P#
6/30/99	100	2.23	\$13.43	Reimbursed/Trash Bags-DeM. Friends -A/
7/26/99	100	4.4	\$3,412.00	Additional Appropriation approved by SBA
7/28/99	100	2.41	\$12.18	Tysen's charge-Reimbursed by V. Carnes,
8/3/99	100	3.24	\$12.37	Overpayment of Room Reservation from P
8/3/99	100	3.22	\$21.08	Shipping via RID, Inc. Reimbursed by Anci
8/10/99	100	4.4	\$440.00	Grant Reimbursement-Brooklyn North (7-S
8/20/99	100	4.51	\$83.00	Patron pd for Lost ILL book (A/P #3405-St.
8/23/99	100	3.22	\$19.29	W.T.Cox reimbursed for dupl.magazine po
9/7/99	100	4.51	\$69.95	Patron pd for lost ILL book (A/P # 3761- IU
9/7/99	100	3.61	\$5,738.25	Ins. Claim pd by Utica - A/P #3779 & 3681
9/14/99	130	3.61	(\$5,000.00)	Per Board action 9/13/99 Mtg.
9/14/99	130	4.4	(\$30,000.00)	Per Board Action 9/13/99 Mtg.
9/23/99	100	4.52	\$156.00	Refunded Overpymt-A/P #3679
9/29/99	100	4.53	\$1,187.27	LSTA Grant Reimbursement-A/P #3788 (Th
9/29/99	100	3.26	\$1,194.00	LSTA Grant Reimbursement-A/P #3785 (Ro

Register of Claims
Jasper County Public Library

Report Date: From 9/1/99 To 9/30/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	3719	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	9/10/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$28,270.01		
			OPERATING FUND	WAGES OF JANITORS	\$1,596.89		
				Total this claim	\$31,725.90		
18199	3720	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,102.78	9/10/99	Withheld from Payroll-9/10/99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow,Weed, Woods, Maxwell
				Total this claim	\$1,102.78		
18200	3721	NIPSCO	OPERATING FUND	ELECTRICITY	\$2,304.29	9/10/99	DeMotte Utilities;7/16 - 8/19/99
				Total this claim	\$2,304.29		
18201	3722	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	9/10/99	Local Telephone Service DeMotte-Sep '99
				Total this claim	\$26.07		
18202	3723	SPRINT	OPERATING FUND	TELEPHONE	\$102.58	9/10/99	Long Distance Service 7/25 -8/24/99
			OPERATING FUND	TELEPHONE	\$57.63		
			OPERATING FUND	TELEPHONE	\$12.49		
				Total this claim	\$172.70		
18203	3724	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	9/10/99	Sewer Service Jul '99-DeMotte
				Total this claim	\$45.66		
18204	3725	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	9/10/99	Sewer Service Sep '99-Wheat
				Total this claim	\$41.05		
18205	3726	ACE HARDWARE	OPERATING FUND	OTHER OPERATING SUPPLIE	\$19.99	9/13/99	Hose Reel-DeMotte
				Total this claim	\$19.99		
18206	3727	A.E. BOYCE CO., INC.	OPERATING FUND	OFFICIAL RECORDS	\$67.24	9/13/99	General Receipts #2101-2550
				Total this claim	\$67.24		
18207	3728	A.M. Best Company, Inc.	OPERATING FUND	BOOKS	\$76.00	9/13/99	Continuations
			OPERATING FUND	BOOKS	\$76.00		
			OPERATING FUND	BOOKS	\$25.90		
				Total this claim	\$177.90		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18208	3729	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$1,852.56	9/13/99	Health Insurance Premium
			#125 PLAN	SALARIES AND WAGES	\$1,125.46		Sep '99-12 Employees
				Total this claim	\$2,978.02		
18209	3730	ASSOCIATED LIBRARIES PRE	OPERATING FUND	BOOKS	\$257.59	9/13/99	Books
			OPERATING FUND	BOOKS	\$60.07		
			OPERATING FUND	BOOKS	\$113.69		
				Total this claim	\$431.35		
18210	3731	AUSTIN BOOK SALES	OPERATING FUND	BOOKS	\$87.04	9/13/99	Continuation Books
			OPERATING FUND	BOOKS	\$2.11		
				Total this claim	\$89.15		
18211	3732	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$658.22	9/13/99	Books & AV
			OPERATING FUND	BOOKS	\$2,647.31		
			OPERATING FUND	BOOKS	\$1,379.94		
			OPERATING FUND	BOOKS	\$509.36		
			OPERATING FUND	BOOKS	\$632.33		
			OPERATING FUND	BOOKS	\$409.97		
			OPERATING FUND	BOOKS	\$16.03		
			OPERATING FUND	BOOKS	\$28.07		
			OPERATING FUND	BOOKS	\$70.34		
			OPERATING FUND	BOOKS	\$214.54		
			OPERATING FUND	BOOKS	\$257.78		
			OPERATING FUND	BOOKS	\$313.53		
			OPERATING FUND	BOOKS	\$25.31		
			OPERATING FUND	BOOKS	\$14.21		
			OPERATING FUND	BOOKS	\$14.21		
			OPERATING FUND	BOOKS	\$14.21		
			OPERATING FUND	BOOKS	\$14.00		
			RENSSELAER GIFT FU	BOOKS	\$47.47		
			DEMOTTE GIFT FUND	BOOKS	\$27.97		
			OPERATING FUND	NONPRINTED MATERIALS	\$61.68		
				Total this claim	\$7,356.48		
18212	3733	BANK ONE	RENS & DEM BOND A	OTHER PROFESSIONAL SERV	\$550.00	9/13/99	Registrar/Paying Agent Fee
				Total this claim	\$550.00		

<i>Warra. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18213	3734	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$14.68	9/13/99	Books
			OPERATING FUND	BOOKS	\$2.26		
				Total this claim	\$16.94		
18214	3735	CENTRAL INDIANA HARDWAR	OPERATING FUND	OTHER OFFICE SUPPLIES	\$13.43	9/13/99	6 Keys-Rens
				Total this claim	\$13.43		
18215	3736	CHARLOTTE FAGEN	OPERATING FUND	PROFESSIONAL MEETINGS	\$15.00	9/13/99	INCOLSA Book Repair Wrkshp Sep. 9-Val Colvin
				Total this claim	\$15.00		
18216	3737	CONSOLIDATED INSURANCE	OPERATING FUND	OFFICIAL BONDS	\$100.00	9/13/99	Asst Treasury Bond Mark Heinig
				Total this claim	\$100.00		
18217	3738	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	9/13/99	Sept. E-mail Access
				Total this claim	\$20.00		
18218	3739	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	9/13/99	Water & Cooler Rental-Wheat
			OPERATING FUND	WATER	\$44.55		
				Total this claim	\$54.50		
18219	3740	DARYL'S PASTRY SHOP	OPERATING FUND	LIBRARY SUPPLIES	\$9.00	9/13/99	5 year Plan Meeting expense
				Total this claim	\$9.00		
18220	3741	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$8.96	9/13/99	Books
			OPERATING FUND	BOOKS	\$8.96		
			OPERATING FUND	BOOKS	\$8.96		
			OPERATING FUND	BOOKS	\$24.95		
			OPERATING FUND	BOOKS	\$5.50		
				Total this claim	\$57.33		
18221	3742	DEMCO	OPERATING FUND	BOOKS	\$425.28	9/13/99	Book Jackets & Pockets
				Total this claim	\$425.28		
18222	3743	DEMOTTE OFFICE SUPPLY	OPERATING FUND	OTHER OFFICE SUPPLIES	\$5.99	9/13/99	Canned Air-D
				Total this claim	\$5.99		
18223	3744	DEVON'S FAMILY RESTAURA	OPERATING FUND	LIBRARY SUPPLIES	\$104.00	9/13/99	8/27/99;Long Range Planning Expense
				Total this claim	\$104.00		
18224	3745	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$35.34	9/13/99	Mileage
				Total this claim	\$35.34		
18225	3746	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$12.40	9/13/99	Mileage
				Total this claim	\$12.40		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18226	3747	DISTRICT 1 - ILF	OPERATING FUND	PROFESSIONAL MEETINGS	\$153.00	9/13/99	10/12/99-Schulenberg,Rusher,Colvin, Woods,Mays,Kooy
Total this claim					<u>\$153.00</u>		
18227	3748	DIVISION OF ELEVATOR SAFE	OPERATING FUND	BUILDING & STRUCTURES	\$52.00	9/13/99	8/12/99;Demotte Inspection Emergency lights & telephone shall be made operable
Total this claim					<u>\$52.00</u>		
18228	3749	FACTS ON FILE NEWS SERVI	OPERATING FUND	PERIODICALS & NEWSPAPER	\$230.00	9/13/99	Today's Science on File-D
Total this claim					<u>\$230.00</u>		
18229	3750	FILMIC ARCHIVES	OPERATING FUND	LIBRARY SUPPLIES	\$34.62	9/13/99	Children's Supplies-R & D
			OPERATING FUND	LIBRARY SUPPLIES	\$16.58		
Total this claim					<u>\$51.20</u>		
18230	3751	GAIL JUNG	OPERATING FUND	OTHER OFFICE SUPPLIES	\$27.50	9/13/99	Mouse Balls-9
Total this claim					<u>\$27.50</u>		
18231	3752	GALE GROUP	OPERATING FUND	BOOKS	\$584.25	9/13/99	Dir. Publications & Broadcast Media -Co
			OPERATING FUND	BOOKS	\$14.00		
Total this claim					<u>\$598.25</u>		
18232	3753	HAINES & COMPANY, INC.	OPERATING FUND	BOOKS	\$185.00	9/13/99	Criss/Cross Directories-3
			OPERATING FUND	BOOKS	\$185.00		
			OPERATING FUND	BOOKS	\$185.00		
			OPERATING FUND	BOOKS	\$25.50		
Total this claim					<u>\$580.50</u>		
18233	3754	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$29.23	9/13/99	Card Box,Easel Paper,Labels, D & R
			OPERATING FUND	MAINTENANCE CONTRACTS	\$764.70		Service Contract-MITA #1460 Copiers
Total this claim					<u>\$793.93</u>		
18234	3755	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$375.84	9/13/99	Urinal Blocks,T.Paper,Paper Towels, M-fold Towels
Total this claim					<u>\$375.84</u>		
18235	3756	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$100.00	9/13/99	Medline;10/26/99-Kooy What's the Buzz;10/15/99 Maxwell, Tachtiris
Total this claim					<u>\$100.00</u>		
18236	3757	INFO USA MARKETING, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$2,495.00	9/13/99	American Business Disc 8/99 - 8/00
			OPERATING FUND	NONPRINTED MATERIALS	\$15.00		
Total this claim					<u>\$2,510.00</u>		

<i>Warra. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18237	3758	INFORMATION & RECORDS A	OPERATING FUND	EQUIPMENT	\$192.50	9/13/99	Repair to Microfilm Reader-R
Total this claim					\$192.50		
18238	3759	INGRAM	OPERATING FUND	BOOKS	\$17.08	9/13/99	Books
			OPERATING FUND	BOOKS	\$35.10		
			OPERATING FUND	BOOKS	\$17.62		
			OPERATING FUND	BOOKS	\$15.56		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$7.68		
			OPERATING FUND	BOOKS	\$4.98		
			OPERATING FUND	BOOKS	\$4.98		
			OPERATING FUND	BOOKS	\$13.27		
Total this claim					\$119.26		
18239	3760	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$10.39	9/13/99	Books
			OPERATING FUND	BOOKS	\$51.96		
			OPERATING FUND	BOOKS	\$10.52		
			OPERATING FUND	BOOKS	\$119.94		
			OPERATING FUND	BOOKS	\$119.94		
			OPERATING FUND	BOOKS	\$123.93		
			OPERATING FUND	BOOKS	\$83.00		
			OPERATING FUND	BOOKS	\$41.35		
Total this claim					\$561.03		
18240	3761	INDIANA UNIVERSITY	OPERATING FUND	BOOKS	\$69.95	9/13/99	Lost ILL Book-Ghost Railroads of Indiana;IL#7489755
Total this claim					\$69.95		
18241	3762	JENNIFER L. EVERS	OPERATING FUND	TRAVELING EXPENSE	\$88.66	9/13/99	Mileage
Total this claim					\$88.66		
18242	3763	JOURNAL AND COURIER	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$139.15	9/13/99	Demotte Agency Librarian Ad 8/22/99
Total this claim					\$139.15		
18243	3764	KOLORTECH, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$345.45	9/13/99	90 Fluorescent Bulbs
Total this claim					\$345.45		
18244	3765	LAWN CARE CONSULTANTS	OPERATING FUND	BUILDING & STRUCTURES	\$900.00	9/13/99	DeM.Lawn Maintenance-,Tree/shrub pru
			OPERATING FUND	BUILDING & STRUCTURES	\$710.00		Mowing,4/99-7/99, & removal of weeds, ground cover.
Total this claim					\$1,610.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18245	3766	LIBRARY OF CONGRESS	OPERATING FUND	BOOKS	\$219.00	9/13/99	Rule Interpretations, Marc 21 Format, USMARC Code Lists
				Total this claim	<u>\$219.00</u>		
18246	3767	LIBRARY VIDEO COMPANY	OPERATING FUND	NONPRINTED MATERIALS	\$656.90	9/13/99	Video's & CD Rom's
			OPERATING FUND	NONPRINTED MATERIALS	\$32.85		
				Total this claim	<u>\$689.75</u>		
18247	3768	MICROMARKETING, LLC	OPERATING FUND	NONPRINTED MATERIALS	\$119.85	9/13/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$34.90		
			OPERATING FUND	NONPRINTED MATERIALS	\$35.88		
			OPERATING FUND	NONPRINTED MATERIALS	\$11.00		
				Total this claim	<u>\$201.63</u>		
18248	3769	MITA COPYSTAR AMERICA, INC.	OPERATING FUND	FURNITURE & EQUIPMENT	\$440.00	9/13/99	MITA Copier #DC-1460-Ren & Dem
			OPERATING FUND	FURNITURE & EQUIPMENT	\$2,062.00		
				Total this claim	<u>\$2,502.00</u>		
18249	3770	MONTGOMERY KONE, INC.	OPERATING FUND	MAINTENANCE CONTRACTS	\$820.92	9/13/99	Elevator Maintenance Contract-Dem 8/1/99 - 8/00
				Total this claim	<u>\$820.92</u>		
18250	3771	NAPPANEE PUBLIC LIBRARY	OPERATING FUND	PERIODICALS & NEWSPAPER	\$110.04	9/13/99	Working Smarter with Internet & Excel Shared Subscription
				Total this claim	<u>\$110.04</u>		
18251	3772	NOLO PRESS, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$63.96	9/13/99	Small Business Legal-CD Rom
			OPERATING FUND	NONPRINTED MATERIALS	\$1.12		
				Total this claim	<u>\$65.08</u>		
18252	3773	OFFICE DEPOT	OPERATING FUND	NONPRINTED MATERIALS	\$64.50	9/13/99	CD Rom zippered 3-ring protectors
				Total this claim	<u>\$64.50</u>		
18253	3774	PARSONS TECHNOLOGY	OPERATING FUND	NONPRINTED MATERIALS	\$389.91	9/13/99	Genealogy CD-Roms
				Total this claim	<u>\$389.91</u>		
18254	3775	PEGGY WOODS	OPERATING FUND	TRAVELING EXPENSE	\$34.10	9/13/99	Mileage
				Total this claim	<u>\$34.10</u>		
18255	3776	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$25.00	9/13/99	Replace ceiling lights-Dem
				Total this claim	<u>\$25.00</u>		
18256	3777	PLEASANT COMPANY PUBLIC	OPERATING FUND	NONPRINTED MATERIALS	\$119.88	9/13/99	Audiobooks
			OPERATING FUND	NONPRINTED MATERIALS	\$9.59		
				Total this claim	<u>\$129.47</u>		

<i>Warr Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18257	3778	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$228.00	9/13/99	100-\$1.00;200-.50;200-.10;200-.04
				Total this claim	\$228.00		
18258	3779	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$236.50	9/13/99	Install New Compressor,Charged Refrigerant,Valve Plate Gasket, Reset Oil Pressure,Wired Crankcase Heater-Rens.;Reset Overloads & Conde Second Stage Compressor-Dem
			OPERATING FUND	BUILDING & STRUCTURES	\$1,443.15		
			OPERATING FUND	BUILDING & STRUCTURES	\$5,738.25		
				Total this claim	\$7,417.90		
18259	3780	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$185.91	9/13/99	Weekly Planners,Duster,Ruled Pads, Binders,Const. Paper,Glue Sticks, Inkjet Cart.,Tabs
			OPERATING FUND	LIBRARY SUPPLIES	\$2.37		
			OPERATING FUND	NONPRINTED MATERIALS	\$79.50		
			OPERATING FUND	LIBRARY SUPPLIES	\$15.67		
				Total this claim	\$283.45		
18260	3781	R I D, Inc.	OPERATING FUND	EQUIPMENT	\$6.50	9/13/99	Tablecloth Rental-Planning Comm. Mtg.
				Total this claim	\$6.50		
18261	3782	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$30.60	9/13/99	Audiobooks
			OPERATING FUND	NONPRINTED MATERIALS	\$30.60		
			OPERATING FUND	NONPRINTED MATERIALS	\$17.40		
				Total this claim	\$78.60		
18262	3783	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	9/13/99	Continuation Books
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$2.93		
				Total this claim	\$29.90		
18263	3784	RENSSELAER REPUBLICAN	OPERATING FUND	PERIODICALS & NEWSPAPER	\$43.00	9/13/99	Taxpayer Notification Ad, KV Post Subscrp;D-9/00 W-8/00
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$43.00		
			OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$356.06		
				Total this claim	\$442.06		
18264	3785	ROEING CORPORATION	OPERATING FUND	NETWORKING	\$1,194.00	9/13/99	Installation of Cable
				Total this claim	\$1,194.00		
18265	3786	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$1,005.25	9/13/99	7/30/99 - 8/27/99 Courier Service
				Total this claim	\$1,005.25		
18266	3787	STEPHANIE FILSON	OPERATING FUND	TRAVELING EXPENSE	\$89.90	9/13/99	Mileage;Demotte & INCOLSA
				Total this claim	\$89.90		
18267	3788	THINK TANK INFORMATION S	OPERATING FUND	NONPRINTED MATERIALS	\$1,187.27	9/13/99	10 Novell Intranetware User Licenses
				Total this claim	\$1,187.27		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18268	3789	TYSEN'S COUNTRY GROCER	OPERATING FUND	LIBRARY SUPPLIES	\$12.18	9/13/99	INCOLSA Weeding Wrkshp Expense
				Total this claim	<u>\$12.18</u>		
18269	3790	UNIQUE BOOKS, INC.	OPERATING FUND	BOOKS	\$12.95	9/13/99	Books
			OPERATING FUND	BOOKS	\$12.95		
			OPERATING FUND	BOOKS	\$0.78		
				Total this claim	<u>\$26.68</u>		
18270	3791	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$137.94	9/13/99	July & August Initial & Secondary Place Collection Agency
				Total this claim	<u>\$137.94</u>		
18271	3792	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$12.81	9/13/99	Meeting Room & Children's Supplies-R
			OPERATING FUND	LIBRARY SUPPLIES	\$0.97		
				Total this claim	<u>\$13.78</u>		
18272	3793	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$140.00	9/13/99	Mow Lawn-7/6,7/13,7/20 & 7/27/99
				Total this claim	<u>\$140.00</u>		
0	3794	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$2,383.94	9/13/99	EFT-FED & FICA TAX WITHHELD 10 S #75435233, transf 9/13/99
			FICA TAX COLLECTED	SALARIES AND WAGES	\$2,383.94		
			FIT TAX COLLECTED	SALARIES AND WAGES	\$3,900.88		
				Total this claim	<u>\$8,668.76</u>		
0	3795	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,771.97	9/13/99	EFT-STATE & COUNTY TAX WITHHEL REF #19156, VERIF. #32, TRANS. 9/20
			CO TAX COLLECTED	SALARIES AND WAGES	\$503.49		
				Total this claim	<u>\$2,275.46</u>		
0	3796	JASPER COUNTY PUBLIC LIB	OPERATING FUND INV	TRANSFER TO OPERATING F	168,000.00	9/13/99	CD #7152001061 Matured
			RENS & DEM BOND A	TRANSFER TO BIRF	\$82,000.00		
				Total this claim	<u>\$250,000.00</u>		
0	3797	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	9/24/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$21,150.17		
			OPERATING FUND	WAGES OF JANITORS	\$1,385.88		
				Total this claim	<u>\$24,395.05</u>		
18273	3798	ANTHEM LIFE	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$88.35	9/24/99	10/1/99 Life Insurance Premium 19 Employees
				Total this claim	<u>\$88.35</u>		

<i>Warr. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18274	3799	CITY OF RENSSELAER	OPERATING FUND	GAS	\$93.63	9/24/99	Rensselaer Utilities
			OPERATING FUND	ELECTRICITY	\$1,504.86		8/9 - 9/9/99
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$101.10		
			Total this claim		\$1,749.74		
18275	3800	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,152.78	9/24/99	Withheld from Payroll 9/24/99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow,Weed, Woods,Maxwell, Beedle
			Total this claim		\$1,152.78		
18276	3801	INDIANA LIBRARY FEDERATIO	OPERATING FUND	PROFESSIONAL MEETINGS	\$74.00	9/24/99	IPLA Leadership Wrkshp 10/26 - 10/27/99 Daugherty
			Total this claim		\$74.00		
18277	3802	INN OF THE FOUR WINDS	OPERATING FUND	PROFESSIONAL MEETINGS	\$144.90	9/24/99	IPLA Leadership Wrkshp 10/25 & 10/26/99 Accommodations Daugherty;Conf. #6557
			Total this claim		\$144.90		
18278	3803	NIPSCO	OPERATING FUND	GAS	\$6.07	9/24/99	Wheatfield Utilities
			OPERATING FUND	ELECTRICITY	\$661.84		8/12 - 9/13/99
			Total this claim		\$667.91		
18279	3804	WESTCHESTER PUBLIC LIBR	OPERATING FUND	PROFESSIONAL MEETINGS	\$30.00	9/24/99	NILBA Dinner 9/29/99;Daugherty,Egan
			Total this claim		\$30.00		
0	3805	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,823.14	9/24/99	FEDERAL & FICA TAX WITHHELD-24
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,823.14		#76801724, transfer 9/27/99
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,339.08		
			Total this claim		\$5,985.36		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
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Total Amount of Claims \$369,333.13

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, October 01, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 10 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$369,333.13

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JASPER COUNTY PUBLIC LIBRARY

F5

Receipt Breakdown

September 30, 1999

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FINES & FEES:			\$2,616.59	\$21,329.39
DeMotte	\$1,205.82	\$8,157.04		
Rensselaer	\$871.37	\$8,141.33		
Wheatfield	\$539.40	\$5,031.02		
PHOTOCOPIES:			\$605.49	\$5,349.64
DeMotte	\$222.65	\$2,029.07		
Rensselaer	\$281.74	\$2,521.21		
Wheatfield	\$101.10	\$799.36		
CARDS:			\$133.00	\$692.00
DeMotte	\$22.00	\$220.00		
Rensselaer	\$103.00	\$360.00		
Wheatfield	\$8.00	\$112.00		
BOOK/EQUIPMENT SALES:			\$0.00	\$1,368.03
COMPUTER DISKS:			\$6.30	\$32.15
INTEREST:			\$3,321.13	\$13,489.10
TAXES:			\$0.00	\$594,535.72
Property Tax	\$0.00	\$343,662.60		
Financial Institution Tax	\$0.00	\$873.00		
License Excise Tax	\$0.00	\$35,760.62		
Local Option/Certified Shares	\$0.00	\$189,851.50		
Local Option/Property Tax Repl.	\$0.00	\$21,639.00		
State Distribution	\$0.00	\$2,749.00		
REFUNDS:			\$3,025.27	\$15,442.48
Insurance	\$488.00	\$8,636.36		
Elron Software	\$0.00	\$2,882.00		
PC Anywhere	\$0.00	\$70.00		
Energizer Batteries	\$0.00	\$8.60		
Panasonic Batteries	\$0.00	\$40.00		
Armchair Detective '98 Subscripti	\$0.00	\$31.00		
Tru-Green '98 (Non-Service)	\$0.00	\$51.00		
Universal Service Fund	\$0.00	\$98.98		
Demotte Friends of Library-Trash	\$0.00	\$13.43		
Reimbursement/Weeding Wkshp	\$0.00	\$12.18		
Peg Benner/Damaged Cass.	\$0.00	\$14.00		
Overpayment-Palmer House Res	\$0.00	\$12.37		
Postage Reimbursement	\$0.00	\$19.29		
LSTA Technology Grant	\$2,381.27	\$3,397.27		
Overpayment-Post Tribune/Dem.	\$156.00	\$156.00		
TOTAL OPERATING FUND RECEIPTS.....			\$9,707.78	\$652,238.51
PLAC FUND:			\$0.00	\$46.00
GIFT FUNDS:			\$30.00	\$2,301.85
DeMotte	\$0.00	\$355.00		
Rensselaer	\$30.00	\$1,821.65		
Wheatfield	\$0.00	\$125.20		
LIBRARY IMPROVEMENT FUND:			\$211.53	\$1,780.48
BOND & INTEREST REDEMPTION FUN			\$0.00	\$219,991.06
Property Tax	\$0.00	\$198,799.51		
Financial Institution Tax	\$0.00	\$505.00		
License Excise Tax	\$0.00	\$20,686.55		
HOST/HOSPITALITY FUND:			\$0.00	\$962.06
DRA/ HISTORY GRANT FUND:			\$0.00	\$0.00
EV (CESS FUND:			\$0.00	\$0.00
SATELLITE FUND:			\$0.00	\$0.00
ONSTRUCTION FUND:			\$0.00	\$0.00
CASH CHANGE FUND (transf.\$10/Oper			\$0.00	\$10.00
SUB-TOTAL (page 1).....			\$9,949.31	\$877,329.96

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
WITHHOLDING ACCOUNT FUNDS:				
			\$17,652.11	\$147,728.74
FIT Tax Collected	\$6,239.96	\$48,581.53		
FICA Collected	\$4,207.08	\$35,843.39		
State Tax Collected	\$1,843.09	\$15,798.69		
County Tax Collected	\$534.85	\$4,503.07		
INDIANA Deferred Comp	\$2,255.56	\$18,901.35		
#125 Plan	\$1,125.44	\$11,446.68		
Health/Life Insurance	\$0.00	\$6.00		
PERF	\$1,446.13	\$12,356.25		
Credit Union	\$0.00	\$291.78		
TOTAL RECEIPTS - ALL FUNDS.....			\$27,601.42	\$1,025,058.70

Register Of Claims
Jasper County Public Library

Report Date: From 10/1/99 To 10/12/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18280	3806	A.E. BOYCE CO., INC.	OPERATING FUND	OFFICIAL RECORDS	\$399.50	10/11/99	Employee Service Records 2,000-Laser Payroll Checks Starting at #8801
Total this claim					\$399.50		
18281	3807	ACE HARDWARE	OPERATING FUND	CLEANING & SANITATION SUP	\$8.68	10/11/99	Surge Protector, Mop handle, Mop, Light Bulbs
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$21.87		
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$8.34		
Total this claim					\$38.89		
18282	3808	AMERICAN LIBRARY ASSN	OPERATING FUND	BOOKS	\$193.45	10/11/99	Books
			OPERATING FUND	BOOKS	\$19.80		
Total this claim					\$213.25		
18283	3809	ANNE-MARIE EGAN	OPERATING FUND	TRAVELING EXPENSE	\$48.67	10/11/99	Mileage-Nilba & Board Mtg.
Total this claim					\$48.67		
18284	3810	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$198.00	10/11/99	Sep & Oct '99 Service Financial Computer
Total this claim					\$198.00		
18285	3811	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$368.71	10/11/99	Books & AV material
			OPERATING FUND	BOOKS	\$2,981.76		
			OPERATING FUND	BOOKS	\$2,218.54		
			OPERATING FUND	BOOKS	\$554.76		
			OPERATING FUND	BOOKS	\$906.15		
			OPERATING FUND	NONPRINTED MATERIALS	\$28.17		
			OPERATING FUND	BOOKS	\$538.40		
			OPERATING FUND	BOOKS	\$89.82		
			OPERATING FUND	BOOKS	\$19.54		
			OPERATING FUND	BOOKS	\$40.28		
			OPERATING FUND	BOOKS	\$252.12		
			OPERATING FUND	BOOKS	\$186.85		
			OPERATING FUND	BOOKS	\$93.48		
			OPERATING FUND	BOOKS	\$29.44		
Total this claim					\$8,308.02		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18286	3812	BARNES & NOBLE	OPERATING FUND	BOOKS	\$26.34	10/11/99	Books & AV Material
			OPERATING FUND	NONPRINTED MATERIALS	\$154.93		
			OPERATING FUND	NONPRINTED MATERIALS	\$258.87		
			OPERATING FUND	NONPRINTED MATERIALS	\$417.06		
				Total this claim	\$857.20		
18287	3813	BEST BUY CO., INC.	OPERATING FUND	NONPRINTED MATERIALS	\$129.63	10/11/99	Video's & CD Rom's
			OPERATING FUND	NONPRINTED MATERIALS	\$185.85		
			OPERATING FUND	NONPRINTED MATERIALS	\$501.63		
				Total this claim	\$817.11		
18288	3814	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$5.58	10/11/99	Books
			OPERATING FUND	BOOKS	\$1.13		
				Total this claim	\$6.71		
18289	3815	BETTER CONTAINERS MFG. C	OPERATING FUND	LIBRARY SUPPLIES	\$160.58	10/11/99	Library Bags
			OPERATING FUND	LIBRARY SUPPLIES	\$80.29		
			OPERATING FUND	LIBRARY SUPPLIES	\$80.29		
				Total this claim	\$321.16		
18290	3816	BOOKPAGE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$66.60	10/11/99	Annual Subscription to Bookpage
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$66.60		
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$46.80		
				Total this claim	\$180.00		
18291	3817	CHRISTIAN BOOK DISTRIBUT	OPERATING FUND	NONPRINTED MATERIALS	\$8.97	10/11/99	Shipping Cost's on Video's & CD Rom's
				Total this claim	\$8.97		
18292	3818	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	10/11/99	Oct '99 E-Mail Access
				Total this claim	\$20.00		
18293	3819	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	10/11/99	Water Cooler Rental-Wheatfield
				Total this claim	\$9.95		
18294	3820	DARYL'S PASTRY SHOP	RENSSELAER GIFT FU	LIBRARY SUPPLIES	\$6.90	10/11/99	Supplies-Reference Counterparts Meeting
				Total this claim	\$6.90		
18295	3821	DELL MARKETING L.P.	OPERATING FUND	FURNITURE & EQUIPMENT	\$1,781.00	10/11/99	Computer Monitor's & Workstations-8
			OPERATING FUND	FURNITURE & EQUIPMENT	\$14,051.00		
				Total this claim	\$15,832.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18296	3822	DEMCO	OPERATING FUND	LIBRARY SUPPLIES	\$88.15	10/11/99	Norbond,Scotch tape,Fiber tape, Binder Tape,Button Parts,Audio Cass. Sleeves
			OPERATING FUND	NONPRINTED MATERIALS	\$179.34		
				Total this claim	\$267.49		
18297	3823	DEMOTTE GLASS	OPERATING FUND	LIBRARY SUPPLIES	\$42.50	10/11/99	Plexiglass-Display Rack;DeMotte
				Total this claim	\$42.50		
18298	3824	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$51.77	10/11/99	Mileage & Video Rewinder
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$9.74		
				Total this claim	\$61.51		
18299	3825	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$17.98	10/11/99	Mileage
				Total this claim	\$17.98		
18300	3826	DIVERSITY UNIFORMS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$13.90	10/11/99	2 Name Badges-Staci & Emily
				Total this claim	\$13.90		
18301	3827	FASE'S WATER TREATMENT	OPERATING FUND	BUILDING MATERIALS & SUPP	\$52.50	10/11/99	Redout-DeMotte
				Total this claim	\$52.50		
18302	3828	GA FOODS GROUP	RENSSELAER GIFT FU	LIBRARY SUPPLIES	\$43.63	10/11/99	Supplies/Volunteer Recognition Program-Rensselaer
				Total this claim	\$43.63		
18303	3829	GAIL JUNG	OPERATING FUND	POSTAGE	\$36.73	10/11/99	Rens. Petty Cash Postage,Office Supplies,Meeting Room Supplies
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$11.90		
			OPERATING FUND	LIBRARY SUPPLIES	\$1.89		
				Total this claim	\$50.52		
18304	3830	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$4.96	10/11/99	Wheat. Petty Cash Vac. Cleaner Plug,Postage,Cricket Catchers,Detergent,Mileage
			OPERATING FUND	POSTAGE	\$2.75		
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$3.05		
			OPERATING FUND	LIBRARY SUPPLIES	\$1.39		
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$5.70		
				Total this claim	\$17.85		
18305	3831	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$82.46	10/11/99	Mileage,Expense Recordkeeping Wrkshp,Planner Pad
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$28.90		
			OPERATING FUND	PROFESSIONAL MEETINGS	\$9.93		
				Total this claim	\$121.29		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18306	3832	GALE GROUP	OPERATING FUND	BOOKS	\$205.20	10/11/99	Books
			OPERATING FUND	BOOKS	\$479.75		
			OPERATING FUND	BOOKS	\$31.19		
				Total this claim	\$716.14		
18307	3833	GAYLORD BROS.	OPERATING FUND	FURNITURE & EQUIPMENT	\$129.00	10/11/99	Ethernet PCI
				Total this claim	\$129.00		
18308	3834	HERRMAN & GOETZ, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$111.66	10/11/99	Replace Fixture Janitor Closet-Dem
			OPERATING FUND	BUILDING & STRUCTURES	\$458.27		Replace Ballast,Capacitor,Starter,Lamp, & Support Brackets-Rens.
				Total this claim	\$569.93		
18309	3835	INDIANA STATE LIBRARY	PUBLIC LIBRARY ACC	LIBRARY SUPPLIES	\$23.00	10/11/99	3rd Quarter '99 PLAC cards sold
				Total this claim	\$23.00		
18310	3836	INGRAM	OPERATING FUND	BOOKS	\$5.38	10/11/99	Books
			OPERATING FUND	BOOKS	\$23.40		
			OPERATING FUND	BOOKS	\$20.22		
			OPERATING FUND	BOOKS	\$20.24		
			OPERATING FUND	BOOKS	\$2.70		
			OPERATING FUND	BOOKS	\$4.84		
				Total this claim	\$76.78		
18311	3837	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$35.96	10/11/99	Books
			OPERATING FUND	BOOKS	\$12.77		
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	BOOKS	\$9.58		
			OPERATING FUND	BOOKS	\$19.15		
			OPERATING FUND	BOOKS	\$195.65		
			OPERATING FUND	BOOKS	\$27.96		
			OPERATING FUND	BOOKS	\$23.75		
				Total this claim	\$329.61		
18312	3838	J B'S LOCK & KEY SERVICE	OPERATING FUND	BUILDING & STRUCTURES	\$65.00	10/11/99	Tighten cylinders,adjust strike & lube bathroom locks-DeMotte
				Total this claim	\$65.00		
18313	3839	JENNIFER L. EVERS	OPERATING FUND	TRAVELING EXPENSE	\$77.19	10/11/99	Mileage
				Total this claim	\$77.19		
18314	3840	KAPER'S BUILDING MATERIAL	OPERATING FUND	BUILDING & STRUCTURES	\$34.00	10/11/99	Peep Site & Installation-DeMotte
				Total this claim	\$34.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18315	3841	KATHRYN B. WEED	RENSSELAER GIFT FU	LIBRARY SUPPLIES	\$93.95	10/11/99	Supplies for Volunteer Recognition Program-Rensselaer
Total this claim					\$93.95		
18316	3842	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$75.64	10/11/99	Mileage
Total this claim					\$75.64		
18317	3843	LINDA THOMPSON	OPERATING FUND	TRAVELING EXPENSE	\$20.46	10/11/99	Mileage-Long Range Planning
Total this claim					\$20.46		
18318	3844	MARCIA L. CARLSON	OPERATING FUND	OTHER OFFICE SUPPLIES	\$51.00	10/11/99	Reimbursement-Non Resident Card Purchased.Patron works in Jasper
Total this claim					\$51.00		
18319	3845	NEAL-SCHUMAN PUBLISHERS	OPERATING FUND	BOOKS	\$27.50	10/11/99	Books
			OPERATING FUND	BOOKS	\$27.50		
			OPERATING FUND	BOOKS	\$3.30		
			Total this claim		\$58.30		
18320	3846	NIPSCO	OPERATING FUND	GAS	\$133.05	10/11/99	DeMotte Utilities;Gas-6/16 - 9/20/99 Elec.-8/19 - 9/20/99
			OPERATING FUND	ELECTRICITY	\$1,980.10		
			Total this claim		\$2,113.15		
18321	3847	OAG BUSINESS TRAVEL PLAN	OPERATING FUND	BOOKS	\$99.00	10/11/99	4 Issues OAG
Total this claim					\$99.00		
18322	3848	OHIO LIBRARY COUNCIL	OPERATING FUND	NONPRINTED MATERIALS	\$24.00	10/11/99	Video
Total this claim					\$24.00		
18323	3849	OOMS DISPOSAL SERVICE IN	OPERATING FUND	WASTE DISPOSAL SERVICES	\$67.00	10/11/99	Waste Disposal-DeMotte 10/1 - 12/31/99 2 Extra Pick-ups
Total this claim					\$67.00		
18324	3850	PARSONS TECHNOLOGY	OPERATING FUND	NONPRINTED MATERIALS	\$47.80	10/11/99	CD Rom's
Total this claim					\$47.80		
18325	3851	PEGGY WOODS	OPERATING FUND	TRAVELING EXPENSE	\$24.18	10/11/99	Mileage & Expense for AV Purchases
			OPERATING FUND	PROFESSIONAL MEETINGS	\$11.14		
			Total this claim		\$35.32		
18326	3852	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$662.00	10/11/99	Stamps-2,000;.33 100;.02
Total this claim					\$662.00		
18327	3853	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$222.00	10/11/99	Check loose connection in circuit, burned time delay removed-Rens.
Total this claim					\$222.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18328	3854	PUBLIC EMPLOYEES' RETIRE	OPERATING FUND	EMPLOYER'S CONTRIB.- PER	\$6,945.88	10/11/99	3rd Quarter Payment
			P.E.R.F.	SALARIES AND WAGES	\$4,167.48		
				Total this claim	\$11,113.36		
18329	3855	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$100.00	10/11/99	Strip & Seal floors-Wheat
			OPERATING FUND	BUILDING & STRUCTURES	\$125.00		Strip Floors & replace lights-DeMotte
				Total this claim	\$225.00		
18330	3856	PUBLISHING SALES CONSULT	OPERATING FUND	BOOKS	\$159.95	10/11/99	Books
			OPERATING FUND	BOOKS	\$11.20		
				Total this claim	\$171.15		
18331	3857	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$10.10	10/11/99	Remanufactured Toner Cartridge,
			OPERATING FUND	LIBRARY SUPPLIES	\$10.18		Construction Paper
				Total this claim	\$20.28		
18332	3858	RENS./REMINGTON CHAMBER	OPERATING FUND	DUES	\$80.00	10/11/99	Annual Membership Dues
				Total this claim	\$80.00		1999-2000
18333	3859	RENSSELAER REPUBLICAN	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$275.73	10/11/99	Multi Dept., Page, DeMotte
				Total this claim	\$275.73		Branch Librarian Position Ads
18334	3860	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$772.08	10/11/99	Transport Service
				Total this claim	\$772.08		9/3 - 9/24/99
18335	3861	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$279.31	10/11/99	Mileage & Expense Fred Pryor
			OPERATING FUND	PROFESSIONAL MEETINGS	\$1.77		Seminar
				Total this claim	\$281.08		
18336	3862	STEPHANIE FILSON	OPERATING FUND	TRAVELING EXPENSE	\$13.64	10/11/99	Mileage
				Total this claim	\$13.64		
18337	3863	SUNCOAST #3009	OPERATING FUND	NONPRINTED MATERIALS	\$142.54	10/11/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$68.19		
				Total this claim	\$210.73		
18338	3864	TELECOMM INDUSTRIES	OPERATING FUND	NETWORKING	\$70.00	10/11/99	Move Modem to different location
				Total this claim	\$70.00		DeMotte
18339	3865	UPSTART	OPERATING FUND	LIBRARY SUPPLIES	\$38.79	10/11/99	Bookmarks, Posters, Bulletin Board
				Total this claim	\$38.79		Decorator-DeMotte Children's

<i>Warra.</i> <i>Number</i>	<i>Claim</i> <i>Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18340	3866	VALERIE COLVIN	OPERATING FUND	TRAVELING EXPENSE	\$21.08	10/11/99	Mileage-Workshop Monticello
				Total this claim	<u>\$21.08</u>		
18343	3867	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$10.60	10/11/99	Video's, Rens. Children Prog. Supplies, Meeting room & Marketing Supplies
			OPERATING FUND	LIBRARY SUPPLIES	\$2.50		
			RENSSELAER GIFT FU	LIBRARY SUPPLIES	\$14.96		
			OPERATING FUND	NONPRINTED MATERIALS	\$27.91		
			OPERATING FUND	NONPRINTED MATERIALS	\$27.91		
			OPERATING FUND	NONPRINTED MATERIALS	\$17.95		
			OPERATING FUND	NONPRINTED MATERIALS	(\$9.80)		
				Total this claim	<u>\$92.03</u>		
18342	3868	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$140.00	10/11/99	Lawn Mowing-DeMotte 8/5, 8/12, 8/23, 8/30/99
				Total this claim	<u>\$140.00</u>		
18344	3869	WALMART #1618	OPERATING FUND	NONPRINTED MATERIALS	\$258.25	10/11/99	Video's & CD's
			OPERATING FUND	NONPRINTED MATERIALS	\$456.89		
			OPERATING FUND	NONPRINTED MATERIALS	\$374.34		
			OPERATING FUND	NONPRINTED MATERIALS	\$99.96		
				Total this claim	<u>\$1,189.44</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
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Total Amount of Claims \$48,260.16

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, October 05, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 8 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$48,260.16

Date this _____ day of _____, 19____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

NOV.

AGENDA

**Jasper County Public Library Board of Trustees Monthly Meeting
Monday, November 8, 1999, 7:00 PM
Rensselaer Library**

Purpose

Opening of meeting

Moment of silence

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of meeting (R 1 - R 2)
- B. Bills/Financial Reports (F)

General Business

- A. Presentation of slate of officers
- B. Indemnification Resolution (R 11, R13)
- C. Policies for review (R11-R12, R14)
- D. End of year financial investments (R 31)
- E. PLA travel plans (R 29)
- F. Patron assessment for damaged books (R 33)
- G. Long Range Plan (R 17-R 22)
- H. Technology Grant (R 31-R32)
- I. Board Christmas party (R 33)

Information
Action
Action
Discussion
Action
Action
Action
Action
Discussion

Director's Report (R 31-R 33)

Discussion

Items for future Agendas

Public Forum

Adjournment

Minutes.....October 11, 1999
Meeting of the Jasper County Public Library Board
Rensselaer Library **7:00 PM**

Present: Sue Deardorff, Anne-Marie Egan, Joan Floyd, Mark Heinig, Mari Anne Sayler, Jim Staton, Roger Walstra, Lynn Daugherty

An **Executive Session** was held to discuss a job performance evaluation.

Agenda and Consent Agenda: The Consent Agenda and Consent Agenda Items were approved on a motion by A.-M. Egan, seconded by J. Staton. These consent agenda items consisted of the minutes, bills and financial reports, revised salary ordinance and workshop approval for Charlotte Fagen to attend a young adult workshop.

Meeting Room Reservation Procedures: A controversy at DeMotte between two groups of meeting room users was discussed. The board determined that the staff procedure presently in place is adequate and that no board action was required.

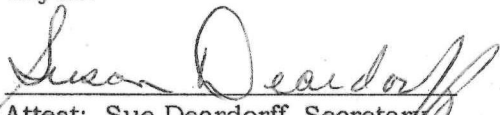
NILBA Meeting: A.-M. Egan reported on the Westchester Public Library site of the recent NILBA dinner and on the interesting SWOT analysis of Indiana public libraries by those in attendance. A summary of the SWOT findings will be distributed to each library.

Director's Salary: The Board approved the director's year 2000 salary, at \$45,656, on a motion by S. Deardorff, seconded by A.-M. Egan.

Commendation of Business Manager: A.-M. Egan commended Gail Jung for her watchful eye that has allowed the library to earn over \$13,000 in interest thus far this year.

Items for future Agendas: We will need to decide whether to invest excess tax monies in CDs before the end of the year or leave the money in our bank repurchase agreement account.

The meeting was adjourned at 8:15 PM on a motion by M. Heinig, seconded by M.A. Sayler.


Attest: Sue Deardorff, Secretary


Roger Walstra, President

October 1999

END OF MONTH:	DEMOTTE	RENSSELAER	WHEATFIELD
Total Materials Owned	45,124	56,236	25,870
Total Titles Owned	39,770	51,505	24,896
Daily Average Circulation	345	396	175
Percent Increase/Decrease	-10.3%	2.8%	-3.9%
XXXXXXXXXXXXX XXX XXXXXXXXXXXXXXX			
MONTHLY SYSTEM STATISTICS	1998	1999	% change
Circulation	24,728	23,821	-3.7%
Jan. to date circulation	233,772	236,302	1.1%

70
63

WHEATFIELD COLLECTION

Start of Month		End of Month	
Volumes	Titles	Volumes	Titles

Fiction				Nonfiction				Total				
12,218	11,175	12,229	11,174	13,575	12,977	13,558	12,967	7,917	8,099	7,964	8,127	ADULT BOOKS
15,116	12,350	15,197	12,407	19,711	17,474	19,731	17,506	6,616	5,630	6,641	5,680	Fiction
												Nonfiction
9,365	8,523	9,372	8,514	11,144	10,550	11,237	10,622	5,933	5,917	5,987	5,948	CHILDREN'S BKS
5,863	5,419	5,877	5,436	7,383	6,990	7,406	7,009	3,057	3,153	3,087	3,172	Fiction
												Nonfiction
										0	0	Magazines,Adult
										0	0	Magazines,Child
2	2	2	2	365	152	365	152	3	3	3	3	Graphic Mat'l
0	0	0	0	0	0	0	0			0	0	Microforms
1,164	1,032	1,164	1,032	2,237	1,687	2,237	1,687	1,287	1,179	1,287	1,179	Sound Rec/Adult
204	200	207	203	213	174	219	174	-9	12	-5	14	Sound Rec/Child
21	17	23	18	36	30	48	43	17	19	19	21	CD ROM software
4	2	4	2	47	24	47	24	110	55	110	55	Software
												Vertical files
1,048	981	1,048	981	1,384	1,317	1,387	1,320	772	693	777	697	VHS
1	1	1	1	1	1	1	1	0	0	0	0	Equipment
45,006	39,702	45,124	39,770	56,096	51,376	56,236	51,505	25,703	24,760	25,870	24,896	TOTAL

CIRCULATION BY ITEM FINE CODE
October 1999

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
000 (0)	43	48	23	114
100 (1)	73	71	32	176
200 (2)	51	54	29	134
300 (3)	241	184	115	540
400 (4)	6	8	8	22
500 (5)	60	75	32	167
600 (6)	478	474	270	1222
700 (7)	260	172	102	534
800 (8)	32	33	9	74
900 (9)	151	182	50	383
B (10)	91	151	46	288
j000 (11)	21	16	11	48
j100 (12)	3	7	3	13
j200 (13)	9	7	12	28
j300 (14)	91	69	38	198
j400 (15)	11	6	1	18
j500 (16)	177	246	114	537
j600 (17)	153	178	40	371
j700 (18)	99	193	59	351
j800 (19)	27	26	11	64
j900 (20)	74	187	50	311
jB (21)	76	104	18	198
FIC (22)	1401	1533	535	3469
yaFIC (23)	47	68	32	147
LARGE PRINT (24)	77	60	11	148
jFIC (25)	233	397	129	759
jE (26)	1571	1707	831	4109
jER (27)	566	217	115	898
Magazines (28)	588	327	239	1154
Games/Toys (29)	0	11	0	11
Filmstrips (30)	0	0	0	0
Microforms (31)	0	0	0	0
Cassettes (32)	2	1	0	3
jCassettes (33)	60	102	40	202
Compact Discs (34)	175	246	188	609
jCompact Discs (35)	4	3	2	9
Sound Recordings (36)	153	266	106	525
jSound Recordings (37)	14	34	7	55
CD ROM Software (38)	61	75	62	198
Vertical File (39)	118	68	23	209
Equipment (40)	0	2	0	2
yapFIC (41)	178	112	80	370
jpFIC (42)	219	277	86	582
Reference (43)	42	75	24	141
Genealogy (44)	0	0	0	0
jMagazines (45)	93	17	23	133
VHS (46)	655	1380	670	2705
Computer software (47)	0	0	0	0
internet usage (49)	176	481	111	768
Online databases				28
Free reads	313	333	150	796
Puzzles				0

Talking books
Assignment shelf books

0

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

October 1999

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
INTRALIBRARY LOANS FILLED	145	31	118	26	151	33	414	90
LOCAL HISTORY								
In person	3	1	190	54		0	193	55
Letters written	0	0	13	13		0	13	13
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	28	2	86	7	38	3	152	13
VCR Use	2	0	3	0	1	0	6	1
Microforms	0	0	41	5		0	41	5
CD ROM software used	37	3	66	6	2	0	105	9
Public use of FAX service	26	4	29	5	19	3	74	12
Typewriter use	3	0	2	0	4	0	9	0
Other equipment used	0	0	2	1	0	0	2	1
Dial-in OPAC access							69	
Tax Forms distributed		0		0		0	0	0
OTHER LIBRARY SERVICES USED								
Walking book visits	0	0	2	1	0	0	2	1
Notarized documents	2	1	1	0	1	0	4	1
Meeting Room Use (number of groups)	57	19	32	11	24	8	113	38
Study room use	21	2	7	1		0	28	2
INTERLIBRARY LOANS								
Requests made for:	48	12	51	13	23	6	122	31
Items rec'd for:	42	21	68	34	24	12	134	67
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0
PROGRAMS								
Programs for all ages		0		0		0	0	0
Children's Programs (0-13)	31	186	11	66	14	84	56	336
Number attending	440		158		189		787	
YA Programs (14-17)	0	0	30	180	0	0	30	180
Number attending			467				467	
Adult Programs	3	18	8	48		0	11	66
Number attending	139		66		23		228	
Senior Citizen Programs	1	6	2	12		0	3	18
Number attending	13		14				27	

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
TOTAL NO. OF PROGRAMS	35	210	51	306	14	84	100	600
TOTAL PERSONS ATTENDING	592		705		212		1509	
TOTAL ATTENDING same month last yr.	533		545		180		1258	
TOTAL STAFF HOURS SPENT		307		482		150		938
HOURS SPENT same month last yr.		251		356		165		772

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult Male (0)	1223	12.5%	901	10.6%	528	12.1%	2652	11.7%
Adult Female (1)	5409	55.1%	5263	61.8%	2499	57.3%	13171	58.0%
Juvenile 0-11 (2)	1567	16.0%	1214	14.3%	673	15.4%	3454	15.2%
YA 12-17 (3)	444	4.5%	388	4.6%	203	4.7%	1035	4.6%
Nonresident No Fee (4)	258	2.6%	57	0.7%	68	1.6%	383	1.7%
Board/Staff (5)	400	4.1%	314	3.7%	246	5.6%	960	4.2%
School (6)	24	0.2%	48	0.6%	0	0.0%	72	0.3%
St. Joseph College (7)	106	1.1%	0	0.0%	0	0.0%	106	0.5%
State Library Card (8)	5	0.1%	2	0.0%	0	0.0%	7	0.0%
Nonresident Fee (9)	17	0.2%	2	0.0%	0	0.0%	19	0.1%
Corporate (10)	85	0.9%	0	0.0%	141	3.2%	226	1.0%
Reciprocal (11)	285	2.9%	326	3.8%	2	0.0%	613	2.7%
Total	9823		8515		4360		22698	
Total items borrowed	695	7.1%	435	5.1%	70	1.6%	1200	5.3%

REGISTRATIONS

Borrowers--Start of month:	7077	7242	2866	10108
Borrowers--End of month:	7166	7327	2918	17411
Non-resident, paying	3	10	0	13
PLAC card users	1	2	0	3
Reciprocal borrowers	194	123	8	325

People Count Week: Week of October 18-23, 1999

	PERSONS ENTERING BUILDING												COPIES MADE FOR PATRONS			DIRECTIONAL QUESTIONS									REFERENCE QUESTIONS					
	MEN			WOMEN			CHILDREN/ TEENS			MATERIALS USED						CD ROM USE			PHONE			IN- PERSON			PHONE			IN-PERSON		
	D	R	W	D	R	W	D	R	W	D	R	W	D	R	W	D	R	W	D	R	W	D	R	W	D	R	W	D	R	W
1999 Totals	294	301	74	625	690	249	578	746	230	1541	547	326	52	324	174	27	32	0	136	157	64	148	236	106	137	34	26	291	118	61
1998 Totals	217	300	102	547	640	296	506	822	206	835	294	285	140	12	149	70	33	16	82	153	94	140	206	206	100	59	31	243	107	111
1997 Totals	269	274	103	624	613	277	549	587	244	1220	452	454	232	270	77	78	22	4	84	98	74	133	175	253	145	63	35	262	79	151

MEMORANDUM

Materials Selection Policy Microfilm/Microfiche Reader/Printer Policy Indemnification Policy

Summary: The Policy Committee recommends no changes in the Microfilm/fiche printer policy. They recommend a minor change in the second paragraph of the Materials Selection Policy to reflect current terminology and current library collections. They also recommend the adoption of an Indemnification Policy accompanied by passage of a board resolution on this issue.

Discussion: The Library has Directors and Officers' Liability insurance to protect staff and board members from the cost of any suit arising out of the performance of their duties for the library. Board minutes reflect that the board approved the purchase of the insurance.

However, nowhere in board minutes is there a statement of the board's intention to insure board members, staff and volunteers in these situations. The board resolution on Indemnification, followed by a written policy on the matter will correct this omission.

Action: Pass the Indemnification Resolution, if you agree with committee recommendations on this.

Determine whether you are in agreement with the Materials Selection Policy with recommended change and the Microform Reader/Printer Policy as it stands.

Vote:

1. To adopt the Board Resolution on Indemnification of officers, directors, administrators, employees and volunteers of the library.
2. To approve the Materials Selection Policy, Microfilm/Microfiche Reader/Printer Policy, and Indemnification Policy as recommended by the Policy Committee.

Board Resolution
November 8 1999

Whereas, the Jasper County Public Library is a municipal corporation,
and

Whereas, the Library Board of the Jasper County Public Library recognizes that, if the corporation is sued by a third party, they, as well as the officers, directors, administrators, employees and volunteers of the library have the potential to be named as individual defendants in such suits, and

Whereas, the incidents of suits filed against municipal corporations wherein the officers, directors, administrators, employees and volunteers are named as individual defendants is on the rise, and

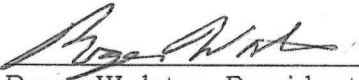
Whereas, the Library Board desires to protect and defend its officers, directors, administrators, employees and volunteers in any suit arising out of the performance of their duties for, or employment with, the library, and

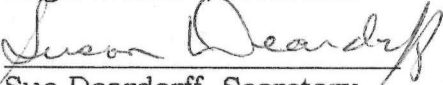
Whereas, it may be necessary to employ legal counsel to protect and defend the officers, directors, administrators, employees and volunteers of the library and

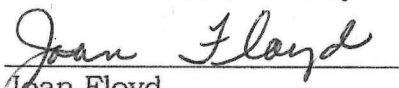
Whereas, the Library Board recognizes that the cost of legal representation should be borne by the library as long as the actions of the officers, directors, administrators, employees and volunteers were taken in good faith, were not intentional, and were not the result of malfeasance by the individual officer, director, administrator, employee or volunteer;

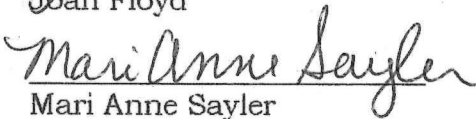
Therefore be it resolved that the Library Board of the Jasper County Public Library hereby authorizes that when any officer, director, administrator, employee or volunteer of the corporation has been named as a defendant in a lawsuit as a result of his/her duties for, or employment with, the Jasper County Public Library, s/he shall be provided legal representation at the library's cost and shall be further indemnified and held harmless from any liability, cost or damages connected with said litigation as long as his/her actions were taken in good faith, were not intentional, and were not the result of malfeasance on his/her part.

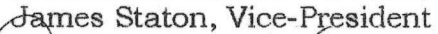
All of this resolved this 8th day of November, 1999.

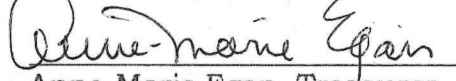

Roger Walstra, President

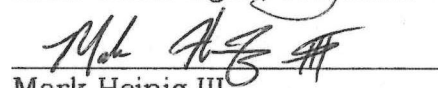

Sue Deardorff, Secretary


Joan Floyd


Mari Anne Sayler


James Staton, Vice-President


Anne-Marie Egan, Treasurer


Mark Heinig III

Materials Selection Policy

Jasper County Public Library

The library sets as its major goals in materials selection: the advancement of knowledge and the enrichment of personal recreation for all residents of the library's service district.

The phrase "library materials" as it occurs in this policy has the widest possible meaning. Included are such materials as books, magazines, audio and video records on tapes, disks, or otherwise. Change last sentence to read: Included are such materials as books, magazines, videos, audio tapes and cd-roms.

Ultimate responsibility for materials selection rests with the Director, who operates within the framework of this selection policy adopted by the Library Board. Actual materials selection is done by librarians and other qualified personnel.

BUILDING THE COLLECTION

The collection, taken as a whole, will be an excellent and unbiased source of information and recreation. It will include as wide a selection as possible. Subjects and viewpoints will be covered in sufficient depth to meet anticipated and expressed needs.

Selection of materials by the Library does not mean endorsement of the contents or views expressed in those materials. The collection as a whole will be sufficiently diverse to promote no causes, to further no movements, and to endorse no viewpoints.

Etc.

Board Resolution
November 8 1999

Whereas, the Jasper County Public Library is a municipal corporation,
 and

Whereas, the Library Board of the Jasper County Public Library recognizes that, if the corporation is sued by a third party, they, as well as the officers, directors, administrators, employees and volunteers of the library have the potential to be named as individual defendants in such suits, and

Whereas, the incidents of suits filed against municipal corporations wherein the officers, directors, administrators, employees and volunteers are named as individual defendants is on the rise, and

Whereas, the Library Board desires to protect and defend its officers, directors, administrators, employees and volunteers in any suit arising out of the performance of their duties for, or employment with, the library, and

Whereas, it may be necessary to employ legal counsel to protect and defend the officers, directors, administrators, employees and volunteers of the library and

Whereas, the Library Board recognizes that the cost of legal representation should be borne by the library as long as the actions of the officers, directors, administrators, employees and volunteers were taken in good faith, were not intentional, and were not the result of malfeasance by the individual officer, director, administrator, employee or volunteer;

Therefore be it resolved that the Library Board of the Jasper County Public Library hereby authorizes that when any officer, director, administrator, employee or volunteer of the corporation has been named as a defendant in a lawsuit as a result of his/her duties for, or employment with, the Jasper County Public Library, s/he shall be provided legal representation at the library's cost and shall be further indemnified and held harmless from any liability, cost or damages connected with said litigation as long as his/her actions were taken in good faith, were not intentional, and were not the result of malfeasance on his/her part.

All of this resolved this 8th day of November, 1999.

 Roger Walstra, President

 James Staton, Vice-President

 Sue Deardorff, Secretary

 Anne-Marie Egan, Treasurer

 Joan Floyd

 Mark Heinig III

 Mari Anne Sayler

Indemnification Policy

Jasper County Public Library

The Library Board desires to protect and defend its officers, directors, administrators, employees and volunteers in any suit arising out of the performance of their duties for, or employment with, the library.

Therefore, the Library Board of the Jasper County Public Library authorizes that any officer, director, administrator, employee or volunteer of the corporation who is named as a defendant in a lawsuit as a result of his/her duties for, or employment with, the Jasper County Public Library shall be provided legal representation at the library's cost and shall be further indemnified and held harmless from any liability, cost or damages connected with said litigation. This indemnification will cover the above-named persons so long as their actions were taken in good faith, were not intentional, and were not the result of malfeasance on their part.

Draft policy 11/99

MEMORANDUM

Long Range Plan 1999

Summary: The Long Range Planning Committee has proposed 14 goals for JCPL to accomplish during the next three to five years. Objectives, which are the ways in which each goal's attainment can be measured, have been attached. The Board needs to discuss these goals and determine whether to approve them or send them back to the Committee for revision. After the Board's approval of the Long Range Plan Goals, staff will develop action plans and time lines to help us work toward achieving the goals.

Discussion:

Service Responses: On R17, are the six Service Responses on which the planning committee feels we should focus the major portion of our energy, our budget and our staff. To refresh your memory, pages 23-27 explain what is included in the 13 service responses. The shaded items are services we presently provide. The surveys of the public and of staff both gave top billing to the first four service responses chosen by the Planning Committee. The public surveys also listed Information Literacy as one of the top six responses.

The Planning Committee did not choose to give top priority to Business and career information which was the public survey's #5 choice. Commons, Local History and Consumer Information were service responses chosen by staff for the 5th and 6th places on the list.

While the Planning Committee listed "Basic Literacy" as their #6 choice, they do not expect us to undertake literacy classes, etc. They simply wanted to indicate that what we do now is very important. They also noted two other areas where we could supplement the efforts of other adult education organizations.

Rough Notes: Next, the planning committee listed the ways in which they felt we should implement each of the service responses. These are listed on R17 and R18 under "Rough Notes on Goals for each Service Response".

Goals and Objectives: The actual goals and objectives were based on these rough notes and the discussion that took place during the planning committee meetings. I wrote them, staff members who served on the Planning Committee helped me revise them and they were sent to all planning committee members for comment or revision. We received no comments.

Occasionally you will see "Note for staff activity planners" or "Activities to be included". These are not parts of the goals and objectives. I inserted them as a reminder that the Planning Committee listed those activities as important to include in our plan.

Vote: To adopt the Long Range Planning Committee's recommended plan as submitted (or amended) and refer it to the director for the addition of action plans, at which time it will be brought back to the board for approval.

Or to refer it back to the Planning Committee for further consideration.

Jasper County Public Library
Service Responses
Long Range Plan 1999

Long Range Planning Committee
September 1999

Lifelong Learning

General Information

Current Topics and Titles

Formal Learning Support

Information Literacy

Basic Literacy

Rough Notes on Goals for each Service Response

Lifelong Learning

- ♦ Programs
- ♦ Materials
- ♦ Assistance

(Measure by usage and circulation statistics)

General Information

- ♦ Access to information and to the library: convenient hours??
- ♦ Number of computer and internet stations (Measure numbers of hits)
- ♦ Training Assistance in locating (utilizing access). Find it or help me find it
- ♦ Broad variety of information
- ♦ Videoconferencing

Current topics and titles

- ♦ High demand/adequate number of volumes available
 - ♦ Customer requests
 - ♦ Variety of media
 - ♦ Display space (shelving, etc.)
 - ♦ Experiences - book talks, etc.

Formal Learning Support

- ♦ Supplement v. duplicate (coordinate with school libraries)
 - (or nobody covers)
 - ♦ Study space
 - ♦ Facilitate tutoring
- ♦ Number of computers/software packages
 - ♦ Staff trained and available
- ♦ Relevant space available for classroom assignment materials
 - (e.g.) materials for science projects

Information Literacy

- ♦ Library skills
- ♦ Explore partnerships (SJC, etc.) to deliver training
 - ♦ Tutor lists/training sites
- ♦ Determine a level of training the library can provide
 - ♦ Alternate sources of training
 - ♦ Include quick sessions

Basic Literacy

- ♦ Exam preparation guides
 - ♦ Tutoring software
- ♦ Family literacy (Title 1 program Bob Souza/Jackie have been working on)

Goals

Long Range Planning Committee September 1999

Lifelong Learning

Goal 1 - Jasper County residents of *all* ages shall have the opportunity for personal growth and development through a wide variety of programs and resources and expert help in accessing and using those resources.

Objective: The number of children's programs will not decrease from the 1999 level at each library.

Objective: DeMotte and Rensselaer libraries will annually offer programs for adults in at least five of the following areas: personal finance, health, leisure activities literary topics, technology, travel, nature, other topics. Wheatfield will offer programs in at least three of the following areas.

DeMotte and Rensselaer libraries will offer at least four programs annually to attract young adults to the library. The Wheatfield Library will offer at least two such programs.

Objective: Use of library resources will increase by 3% each year.

Activities to be included: Videoconferencing

General Information

Goal 1 - Residents of the Jasper County library district will have convenient access to the library buildings

Objective: A survey of users and nonusers will indicate 90% satisfaction with library hours

Objective: Each year libraries will evaluate whether they are meeting patron need for computers and Internet stations, through a February patron survey and staff observation.

(Note for staff activity planners: Survey could say: Did you get logged on a workstation promptly? Did you have sufficient time on the workstation to complete your task? Did you use the workstation for Word processing, Information Search, Email?)

Goal 2 - Residents of the Jasper County library district will have increased access to a broad variety of materials and information.

Objective: Budgets for the various materials collections (books, videos, etc.) will be reviewed annually to determine if collections are meeting patron needs and to adjust budgets accordingly.

Objective: A survey of users and nonusers will indicate 90% satisfaction with available library materials

Goal 3 - Expertly trained library staff will help patrons locate information they need or desire and will teach those who wish to learn search techniques for themselves.

Objective: A survey will indicate that 93% of library users will leave the library satisfied with the results of their search.

Current Topics and Titles

Goal 1 - Residents of the Jasper County library district will find a wealth of current, high-demand materials in a variety of media to stimulate their thinking, satisfy their curiosities, expand their knowledge and make their leisure time more productive and enjoyable. These materials will be attractively displayed, with multiple copies where needed.

Objective: The average number of days between placing a reserve and filling a reserve will decrease in each year of the 2000-2004 planning cycle.

Objective: Each year, the number of persons visiting the library system will increase by 2%.

Objective: At Rensselaer and DeMotte libraries, at least 9 book related activities (book discussions, author visits, etc.) will be held each year of the planning cycle. At Wheatfield, a book-related activity will be offered in the first year of the planning cycle. Evaluation of the program's success will determine whether further efforts will be made in this area.

Goal 2 - Knowledgeable staff will enable patrons to find the materials they desire.

Objective: Each library will produce at least 4 booklists for patron use each year.

Objective: A material availability survey will be conducted in April of each year of the planning cycle. The percentage of items sought which are immediately available will increase by 1% annually.

Formal Learning Support

Goal 1 - The public libraries will coordinate efforts with teachers and school libraries to help supplement school library materials needed for particular teaching units, and to provide space for classroom assignment materials when requested.

Objective: Decrease the number of "Inability To Fill" reports sent to teachers each year.

Goal 2 - Students in the Jasper County Public Library service area will find computers equipped with the necessary software to aid in completion of school projects. Skilled staff will be available to help them locate materials needed for homework assignments.

Objective: The library will offer at least 30% of the software programs used by students for their school work.

Actions: Foreign language tapes, CD-Roms.

Information Literacy

Goal 1 - Jasper County residents will have the opportunity to learn the skills necessary for finding, evaluating and using information effectively.

Objective: Library skills classes will be offered each year by each library for interested patrons.

Goal 2 - The library will function as catalyst and coordinator for computer training in Jasper County. It will work with other training providers to insure that comprehensive training in computers and software is available and affordable for all Jasper County residents.

Objective: At least 2 online search training classes per month will be provided by each library for interested patrons.

Objective: Each January, management staff will determine a level of computer and Internet skills training which staff will provide for patrons.

Objective: By the end of the first year of the planning cycle, library staff will develop a written plan, in coordination with other computer training providers in Jasper County, to offer basic computer training to residents of the service district.

Basic Literacy

Goal 1 - The library will support the efforts of other agencies to help each Jasper County resident meet his/her basic need to read and perform other essential daily tasks by providing meeting room space for adult education classes and tutoring, providing tutoring software and exam preparation guides and cooperating with schools in family literacy efforts.

Objective: Tutoring software will be made available to the public at all libraries.

Objective: Current exam preparation guides will be available in all libraries.
Five new subject areas will be added at each library.

General Library Goals

Goal 1 - Obtain, train and retain a highly qualified, effective staff of service-oriented employees to help the library achieve its goals.

Objective: The library will insure that salary and benefits are competitive.

Objective: Each employee, except pages and clerks, will attend the equivalent of one whole day in-house staff development training.

Objective: Each employee, except pages and clerks, will be required to attend at least two off-site continuing education opportunities relative to their job per year.

Goal 2 - Attempt to unify Jasper County public library service by approaching the Remington/Carpenter Township Library Board to propose a merger of the Remington Public Library with the Jasper County Public Library.

Objective: By October 2001, the JCPL Library Board will contact the Remington-Carpenter Township Public Library Board to propose a merger of the Remington Public Library with the Jasper County Public Library.

Goal 3 - Adequate space will be provided in library buildings to comfortably shelve materials, facilitate quiet study, tutoring sessions and displays of materials, and to provide sufficient space for computer workstations.

Objective: By March of each year, a needs assessment of library facilities will be completed, and appropriate responses will be initiated where a need exists.

Service Responses

What services does your community need the library to provide?

Public libraries across the country respond to the needs of their communities by offering many different services. These services are listed below. However, *no* public library has sufficient funds to offer *all* these services in depth.

After the planning committee diagnoses the special needs of Jasper County and its communities, you (as a group) will be asked to choose 6 or 7 of the following "service responses" to which you feel JCPL should devote the majority of its efforts, its staff time and its money in order to meet those community needs.

The Library would still provide *some* of the services not chosen by the planning committee, but would not commit *major efforts* to doing so.

To help you make that selection, the service responses are explained below. The activities described under each are various ways of addressing each need. The Planning Committee will determine which activities are important to Jasper County residents. Activities (or materials) we presently provide are highlighted.

Basic Literacy

(Addresses the need to read and perform other essential daily tasks)

Possible components:

- ◆ English as a Second Language (ESL) programs
- ◆ Family literacy programs
- ◆ Tutoring or tutorial materials
- ◆ Exam preparation guides
- ◆ Classes on basic math skills
- ◆ Media/tutoring software
- ◆ Meeting spaces for tutors and learners to meet

Business and Career Information

(Addresses a need for information related to business, careers, work, entrepreneurship, personal finances, obtaining employment)

Possible components:

- ◆ Expert personal assistance
- ◆ Career guidance counseling
- ◆ Job placement service
- ◆ Computer software for preparing resumes
- ◆ Programs on investing, entrepreneurship, writing resumes or job interviewing skills
- ◆ Internet links to business, investment, bid and procurement, and job placement

Commons

(Addresses the need of people to meet and interact with others in their community and to participate in public discussion about community issues)

Possible Components:

- ♦ Large, medium, small meeting room spaces
- ♦ Community events bulletin board or kiosk
- ♦ E-mail accounts for the public (or information about free e-mail service)
- ♦ Coffee shop or restaurant in the library
- ♦ Videoconferencing facilities
- ♦ Automated room scheduling

Community Referral

(Addresses the need for information related to services provided by community agencies and organizations)

Possible Components:

- ♦ Community information database
- ♦ 24 hour information and referral line
- ♦ Dial-in access to community resource files
- ♦ Electronic access to community resource files through computer kiosks in public places such as malls, post offices, and schools
- ♦ Counseling and follow-up tracking service
- ♦ 3-way telephone capabilities to link users with service agencies or to provide for translating between library staff and customers

Consumer Information

(Addresses the need for information to make informed consumer decisions and helps residents become more self-sufficient)

Possible components:

- ♦ Special programs on health, legal or consumer (how to repair autos, TVs, etc.) topics
- ♦ Library web page on consumer issues
- ♦ Library-produced publications and flyers on consumer topics
- ♦ Consumer complaint hotline
- ♦ Consumer affairs bulletin board
- ♦ Resources including critical reviews of products & services, price guides for some large ticket items, and information on maintenance and repair

Cultural Awareness

(Helps satisfy the desire of community residents to gain an understanding of their own cultural heritage and the cultural heritage of others)

Possible components:

- ♦ Ethnic resource centers
- ♦ Library catalog, publications, and collections in several languages
- ♦ Lectures and book discussion groups
- ♦ Performance and exhibit space, cultural fairs and exhibits
- ♦ Dramatic, musical and dance performances
- ♦ Diversity and cultural sensitivity forums

Current Topics and Titles

(Helps to fulfill community residents' appetite for information about popular cultural and social trends and their desire for satisfying recreational experiences)

Possible components:

- ♦ Current collection with sufficient copies of high demand items to ensure customer requests are met quickly
- ♦ Selection primarily on basis of local demand
- ♦ Staff knowledgeable of the content of best-selling titles who can offer expert guidance to the public (Readers' advisory services)
- ♦ Booktalks
- ♦ Author book signings
- ♦ Preview stations for videos and recordings
- ♦ Display shelving
- ♦ Drive-through check-out or return

Formal Learning Support

(Helps students enrolled in a formal program of education or pursuing their education through home-schooling to attain their educational goals)

Possible components:

- ♦ Personal assistance to further education progress
- ♦ Specialized curriculum-based collections
- ♦ Homework help center
- ♦ Computer lab
- ♦ Tutoring
- ♦ Group study facilities
- ♦ Internet with links to curriculum & other educational sites

General Information

(Addresses the need for information and answers to questions on a broad array of topics related to work, school, and personal life)

Possible components:

- ◆ Print, nonprint and electronic reference resources that cover a broad variety of topics
- ◆ Expert help in finding information
- ◆ Access to reference resources through the library's web pages
- ◆ Ability to email requests for information to library staff
- ◆ Information faxed to home or office on request
- ◆ Internet access to information
- ◆ Desktop videoconferencing
- ◆ Bibliographic instruction programs

Government Information

(Helps satisfy the need for information about elected officials and governmental agencies that enables people to participate in the democratic process)

Possible components:

- ◆ Electronic access to local government information
- ◆ Federal, state, and local documents and records depository
- ◆ Public hearings and public access television broadcasts of public meetings
- ◆ Government contract and procurement center
- ◆ Town meetings with government officials
- ◆ Patent and Trademark Depository Library

Information Literacy

(Helps address the need for skills in finding, evaluating, and using information effectively)

Possible Components:

- ◆ Classroom space
- ◆ Special programs on media literacy
- ◆ Computer laboratory with classes on computer use, Internet, etc.
- ◆ Classes to help users evaluate the accuracy of information
- ◆ Basic library skills classes

Lifelong Learning

(Helps address the desire for self-directed personal growth and development)

Possible components:

- ◆ Preschool story hours and toddler times
- ◆ Children's, young adult and adult programming
- ◆ How-to programs on topics of general public interest
- ◆ Collections of books and tapes to attract children who are reluctant readers
- ◆ Topical displays of materials and resources
- ◆ Demonstrations and exhibits
- ◆ Extensive collection of circulating materials on wide variety of topics of interest to the general public
- ◆ Easily accessible collections organized to encourage public browsing
- ◆ Expert staff assistance in finding materials

Local History and Genealogy

(Addresses the desire of community residents to know and better understand personal or community heritage)

Possible components:

- ◆ Significant collection of materials and other resources chronicling the history of the community or region in which the library is located.
- ◆ Family histories and genealogical research tools
- ◆ Instruction in genealogical and historical research methods
- ◆ Programs on local history
- ◆ Digitization of historic photos
- ◆ Temperature- and humidity-controlled archives vault or room
- ◆ Indexing of local newspapers
- ◆ Oral histories
- ◆ Internet links to local history and genealogy sites

MEMORANDUM

PLA (Public Library Association) Conference:

Summary: I hope to take 4 persons with me to PLA in March--two board members and two staff. We will leave on Wednesday, March 29, and return after the Saturday morning sessions, April 1. We have made reservations for 4 rooms at Sleep Inn, Charlotte, NC. (2 singles, each with king size bed; 2 doubles each with 2 queen size beds, \$88 each per night with tax) We will plan on two persons per room where practical.

PLA is a biennial conference completely devoted to concerns of public libraries. It is a wonderful place to exchange ideas and to learn. There are many different programs to choose from.

I would like to know which board members are interested in making the trip. If more than two wish to attend, that is possible. We will simply have to take the money from another budget line and that is very definitely possible.

Discussion: I have spoken to you about two different plans for transportation to PLA at the end of March. The cheapest would be to drive (but we would need to use a van). However, it is a *long* 12 hour drive, and at the end of March driving through the mountains could take us into snow or ice. The trip back would require an overnight stay along the way which would add meals and lodging to the overall cost.

The second option is to fly to Atlanta from Chicago Midway (\$173 round trip) and rent a vehicle (about \$70 per day, unlimited mileage) for the 3 ½ hour trip to Charlotte.

The third would be to bite the bullet, move a little money from one line item to another to cover expenses, and pay \$350 or so per person to fly direct from O'Hare to Charlotte, NC.

Taking five people to PLA is an expensive venture, but the experience and knowledge we will gain will make it worth the cost.

Which route do you want me to pursue?

Year 2000 ILF Insurance Rate Proposals

11/2/99

We have options to consider in our employee health insurance for year 2000.

Basic health insurance: If we leave the policy as it stands, the policy will increase by 7.72% (\$14.99 per month per person) over the 1999 rate.
\$194.14/mo to \$209.13/mo

Prescription Card copay: Presently we pay **\$8/\$15** (generic/brand name)
If we changed it to \$10/\$20 retail and \$20/\$40 mail orders, we would see only a 5.98% increase (\$11.60/mo)
\$194.14/mo to \$205.74/mo

Co-insurance changes: Presently we pay **90%/10%**
If we changed to 80%/20%, we would see only a 3.61% increase (\$7.10)
\$194.14/mo to \$201.24/mo

If we changed both the Prescription Card copay and the Co-insurance changes:
1.91% increase (\$3.71/mo)
\$194.14/mo to \$197.85/mo

Note: In 1999, JCPL saw an increase of 8.75% which *also* increased our copay for prescription card from the 1998 cost of \$8/\$10 Retail and \$15/\$25 Mail Orders.

Recommendation: In a tight job market, when we are struggling to attract and retain good staff, I would *not* want to decrease the benefits in employee health insurance. I would also *not* want to increase the *employee's* monthly payments. Therefore, I recommend that we make *no* changes in our coverage, and that JCPL pick up the increased 7.72% cost of the insurance. In our budget we allowed for an 8% increase in the employer portion of the insurance.

In a recent study of group health insurance policies in Indiana public libraries, 32 of 47 libraries responding indicated that the employer paid 90% or more of their premiums. In 23 libraries, the employer paid the entire premium.

JCPL FINANCIAL STATEMENT

October 31, 1999

	<u>Beginning 1999 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$380,514.80	\$103,298.27	\$1,012,102.88	\$4,008.71	\$656,247.22	\$24,659.14
Investments						
Public Library Access Card Fund	\$110.00	\$23.00	\$156.00	\$23.00	\$69.00	\$23.00
Gift Fund	\$6,752.14	\$159.44	\$2,372.33	\$20.00	\$2,321.85	\$6,701.66
DeMotte	\$383.27	\$0.00	\$497.80	\$20.00	\$375.00	\$260.47
Rensselaer	\$5,944.50	\$159.44	\$1,806.59	\$0.00	\$1,821.65	\$5,959.56
Wheatfield	\$424.37	\$0.00	\$67.94	\$0.00	\$125.20	\$481.63
Library Improvement Reserve Fund	\$56,270.49	\$0.00	\$0.00	\$206.91	\$1,987.39	\$58,257.88
Bond & Interest Redemption Fund	\$94,798.85	\$0.00	\$87,810.00	\$0.00	\$219,991.06	\$226,979.91
Investments	\$205,000.00					
Lost/Hospitality Fund	\$13.60	\$0.00	\$975.66	\$0.00	\$962.06	\$0.00
Local History Grant Fund	\$71.11	\$0.00	\$0.00	\$0.00	\$0.00	\$71.11
Library Access Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund	\$74.81	\$0.00	\$74.81	\$0.00	\$0.00	\$0.00
Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund (\$10 transf./ Oper.Fund)	\$80.00	\$0.00	\$0.00	\$0.00	\$10.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$4,883.22	\$53,464.75	\$4,883.22	\$53,464.75	\$0.00
FICA Tax Collected	\$0.00	\$3,780.20	\$39,623.59	\$3,780.20	\$39,623.59	\$0.00
State Tax Collected	\$1,533.22	\$1,843.09	\$17,331.91	\$1,653.04	\$17,451.73	\$1,653.04
County Tax Collected	\$457.71	\$534.85	\$4,960.78	\$464.43	\$4,967.50	\$464.43
IN Deferred Comp.	\$0.00	\$2,305.56	\$21,206.91	\$2,305.56	\$21,206.91	\$0.00
#125 Plan	\$0.00	\$1,125.46	\$12,572.12	\$1,216.93	\$12,663.61	\$91.49
Employee Health Insur.	\$0.00	\$1.00	\$7.00	\$1.00	\$7.00	\$0.00
Employee P.E.R.F.	\$3,543.91	\$4,167.48	\$15,900.16	\$1,279.35	\$13,635.60	\$1,279.35
Credit Union	\$0.00	\$0.00	\$291.78	\$0.00	\$291.78	\$0.00
TOTAL ALL FUNDS.....	\$544,340.64	\$122,121.57	\$1,268,850.68	\$19,842.35	\$1,044,901.05	\$320,391.01

Bank Balances**Jasper County Public Library****Report as of: 10/31/99**

	Bank	
1	Peoples State Bank	\$45,551.29
2	Demotte State Bank	\$11,371.84
3	Lafayette Bank & Trust-LIRF	\$58,257.88
4	Cash on Hand	\$210.00
5	Civitas CD# 7151014302	\$0.00
6	Civitas CD# 7151014301	\$105,000.00
7	Pinnacle Bank CD #7121015842	\$0.00
8	Pinnacle Bank CD #7121015843	\$0.00
9	Civitas CD #7152001061	\$0.00
10	Civitas CD#7152001149	\$100,000.00

Total all banks =**\$320,391.01**

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

REPORT FOR REGISTER OF INVESTMENTS
OPEN INVESTMENTS AS OF 29 Oct 99

DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
08 NOV 99	7151014301	CIVITAS	185 DAY	105000.00	4.80	BIRF	07 MAY 99	.00	
07 DEC 99	7152001149	CIVITAS	61 DAY	100000.00	5.30	BIRF	07 OCT 99	.00	
--TOTALS--				205000.00				.00	

REPORT FOR REGISTER OF INVESTMENTS
CLOSED INVESTMENTS AS OF 29 Oct 99

AL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
15 JUL 99	7121015483	PINNACLE BANK	62 DAYS	100000.00	4.86	OPERATING	15 DEC 98	837.00	
16 MAR 99	7121015842	PINNACLE BANK	92 DAYS	200000.00	4.86	OP-105500;B	15 DEC 98	2457.00	
06 AUG 99	7151014302	CIVITAS	91 DAY	145000.00	4.65	OP-105000;B	07 MAY 99	1704.36	
13 SEP 99	7152001061	CIVITAS BANK	90 DAY	250000.00	4.86	OP-168000;B	15 JUN 99	3037.50	
--TOTALS--				695000.00				8035.86	

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 10/1/99 To 10/30/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 SALARY OF LIBRARIAN	\$44,616.00	\$0.00	\$44,616.00	\$3,718.00	\$37,115.00	\$7,501.00	83.2
1.12 SALARY OF ASSISTANTS	\$577,199.00	\$0.00	\$577,199.00	\$43,846.75	\$464,235.50	\$112,963.50	80.4
1.13 WAGES OF JANITORS	\$37,616.00	\$0.00	\$37,616.00	\$3,066.48	\$29,268.42	\$8,347.58	77.8
1.21 EMPLOYER'S SHARE-FICA	\$50,447.00	\$0.00	\$50,447.00	\$3,780.20	\$39,623.59	\$10,823.41	78.5
1.22 UNEMPLOYMENT COMPENSAT	\$1,800.00	\$0.00	\$1,800.00	\$218.35	\$2,396.64	(\$596.64)	133.1
1.23 EMPLOYER'S CONTRIB.- PERF	\$27,942.00	\$0.00	\$27,942.00	\$6,945.88	\$26,500.53	\$1,441.47	94.8
1.24 EMPLOYER'S CONTRIB.- INS.	\$26,000.00	\$0.00	\$26,000.00	\$1,939.91	\$20,323.73	\$5,676.27	78.2
1.31 OTHER PERSONAL SERVICES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$330.00	\$1,170.00	22.0
Subtotal	\$767,120.00		\$767,120.00	\$63,515.57	\$619,793.41	\$147,326.59	80.8
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$1,000.00	\$0.00	\$1,000.00	\$399.50	\$886.10	\$113.90	88.6
2.12 STATIONERY AND PRINTING	\$700.00	\$0.00	\$700.00	\$0.00	\$396.88	\$303.12	56.7
2.13 OTHER OFFICE SUPPLIES	\$5,600.00	\$0.00	\$5,600.00	\$96.41	\$4,735.33	\$864.67	84.6
2.21 CLEANING & SANITATION SUP	\$3,400.00	\$26.10	\$3,426.10	\$8.68	\$2,494.79	\$931.31	72.8
2.22 FUEL, OIL & LUBRICANTS	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	0.0
2.23 OTHER OPERATING SUPPLIES	\$4,000.00	\$13.43	\$4,013.43	\$14.04	\$3,741.59	\$271.84	93.2
2.31 BUILDING MATERIALS & SUPP	\$1,000.00	\$236.00	\$1,236.00	\$55.55	\$602.28	\$633.72	48.7
2.32 PAINT AND PAINTING SUPPLIE	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.33 REPAIR PARTS	\$500.00	\$0.00	\$500.00	\$0.00	\$209.44	\$290.56	41.9

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.41 LIBRARY SUPPLIES	\$5,500.00	\$12.18	\$5,512.18	\$517.16	\$3,001.61	\$2,510.57	54.5
2.42 AUTOMATION SUPPLIES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$415.20	\$2,084.80	16.6
Subtotal	\$24,370.00	\$287.71	\$24,657.71	\$1,091.34	\$16,483.22	\$8,174.49	66.8
<i>3. Other Services and Charge</i>							
3.11 CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.12 ENGINEERING & ARCH. SERVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.13 LEGAL SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$275.00	\$1,725.00	13.8
3.14 OTHER PROFESSIONAL SERVI	\$8,000.00	\$127.26	\$8,127.26	\$0.00	\$3,358.26	\$4,769.00	41.3
3.21 TELEPHONE	\$12,000.00	\$0.00	\$12,000.00	\$208.80	\$5,147.83	\$6,852.17	42.9
3.22 POSTAGE	\$6,000.00	\$66.18	\$6,066.18	\$701.48	\$4,266.52	\$1,799.66	70.3
3.23 TRAVELING EXPENSE	\$5,500.00	\$0.00	\$5,500.00	\$717.34	\$4,982.79	\$517.21	90.6
3.24 PROFESSIONAL MEETINGS	\$7,200.00	\$12.37	\$7,212.37	\$369.84	\$6,367.87	\$844.50	88.3
3.25 FREIGHT	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.0
3.26 NETWORKING	\$24,000.00	\$1,194.00	\$25,194.00	\$90.00	\$6,337.49	\$18,856.51	25.2
3.31 ADVERTISING & PUBLIC NOTIC	\$1,100.00	\$0.00	\$1,100.00	\$275.73	\$1,788.79	(\$688.79)	162.6
3.32 OTHER PRINTING	\$200.00	\$0.00	\$200.00	\$0.00	\$282.82	(\$82.82)	141.4
3.41 OFFICIAL BONDS	\$250.00	\$0.00	\$250.00	\$0.00	\$100.00	\$150.00	40.0
3.42 OTHER INSURANCE	\$14,500.00	\$0.00	\$14,500.00	\$0.00	\$10,325.00	\$4,175.00	71.2
3.51 GAS	\$29,000.00	\$0.00	\$29,000.00	\$509.44	\$9,668.64	\$19,331.36	33.3
3.52 ELECTRICITY	\$51,000.00	\$0.00	\$51,000.00	\$3,695.79	\$35,199.43	\$15,800.57	69.0
3.53 WATER	\$1,000.00	\$0.00	\$1,000.00	\$50.15	\$698.69	\$301.31	69.9
3.54 WASTE DISPOSAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$238.31	\$1,962.98	\$537.02	78.5
3.61 BUILDING & STRUCTURES	\$35,000.00	\$7,108.25	\$42,108.25	\$1,255.93	\$38,739.26	\$3,368.99	92.0
3.62 EQUIPMENT	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$1,370.35	\$10,629.65	11.4

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.71 REAL ESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 EQUIPMENT	\$240.00	\$0.00	\$240.00	\$9.95	\$182.00	\$58.00	75.8
3.91 DUES	\$2,600.00	\$0.00	\$2,600.00	\$80.00	\$2,378.63	\$221.37	91.5
3.92 INTEREST ON TEMPORARY LO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.93 TAXES & ASSESSMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.94 TRANSFER TO LIRF	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$9,600.00	\$30,400.00	24.0
3.95 SERVICE CONTRACTS	\$12,038.00	\$0.00	\$12,038.00	\$772.08	\$9,782.50	\$2,255.50	81.3
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.97 INTERVIEWING & MOVING EXP	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.98 MAINTENANCE CONTRACTS	\$41,500.00	\$0.00	\$41,500.00	\$198.00	\$12,663.63	\$28,836.37	30.5
Subtotal	\$308,298.00	\$8,508.06	\$316,806.06	\$9,172.84	\$165,478.48	\$151,327.58	52.2
4. Capital Outlays							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3 IMPROVEMENTS OTHER THAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$29,000.00	\$3,922.00	\$32,922.00	\$15,961.00	\$24,145.26	\$8,776.74	73.3
4.51 BOOKS	\$150,000.00	(\$522.05)	\$149,477.95	\$9,977.13	\$126,255.84	\$23,222.11	84.5
4.52 PERIODICALS & NEWSPAPERS	\$24,000.00	\$856.00	\$24,856.00	\$180.00	\$21,276.88	\$3,579.12	85.6
4.53 NONPRINTED MATERIALS	\$58,000.00	\$1,187.27	\$59,187.27	\$3,400.39	\$38,659.79	\$20,527.48	65.3
Subtotal	\$261,000.00	\$5,443.22	\$266,443.22	\$29,518.52	\$210,337.77	\$56,105.45	78.9
Grand Total	\$1,360,788.00	\$14,238.99	\$1,375,026.99	\$103,298.27	\$1,012,092.88	\$362,934.11	73.6

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Changes to Appropriations

<i>Date</i>	<i>Fund Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Reason</i>
2/22/98	100	4.4	\$70.00	Symantec's PC Anywhere Rebate - A/P#30
4/14/99	100	2.31	\$236.00	Utica Ins. Claim -Ice Damage, Rens & DeM
4/14/99	100	2.21	\$26.10	Utica Ins. Claim-Ice Damage, Rens & DeM.
4/14/99	100	3.14	\$127.26	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	3.61	\$544.00	Utica Ins. Claim-Ice Damage, Rens & DeM-
5/11/99	100	4.52	\$700.00	Approved 10MAY99 Bd. Mtg.
5/11/99	100	4.51	(\$700.00)	Approved 10MAY99 Bd. Mtg.
6/14/99	100	3.61	\$826.00	Utica Ins. Claim-Mtg. Rm. Damage, DeM.-A
6/14/99	100	4.51	\$25.00	Ref.on Lost Bk-C. Coulitsis pd 3/99. - A/P#
6/30/99	100	2.23	\$13.43	Reimbursed/Trash Bags-DeM. Friends -A/
7/26/99	100	4.4	\$3,412.00	Additional Appropriation approved by SBA
7/28/99	100	2.41	\$12.18	Tysen's charge-Reimbursed by V. Carnes,
8/3/99	100	3.24	\$12.37	Overpayment of Room Reservation from P
8/3/99	100	3.22	\$21.08	Shipping via RID, Inc. Reimbursed by Anci
8/10/99	100	4.4	\$440.00	Grant Reimbursement-Brooklyn North (7-S
8/20/99	100	4.51	\$83.00	Patron pd for Lost ILL book (A/P #3405-St.
8/23/99	100	3.22	\$19.29	W.T.Cox reimbursed for dupl.magazine po
9/7/99	100	4.51	\$69.95	Patron pd for lost ILL book (A/P # 3761- IU
9/7/99	100	3.61	\$5,738.25	Ins. Claim pd by Utica - A/P #3779 & 3681
9/14/99	130	3.61	(\$5,000.00)	Per Board action 9/13/99 Mtg.
9/14/99	130	4.4	(\$30,000.00)	Per Board Action 9/13/99 Mtg.
9/23/99	100	4.52	\$156.00	Refunded Overpymt-A/P #3679
9/29/99	100	3.26	\$1,194.00	LSTA Grant Reimbursement-A/P #3785 (Ro
9/29/99	100	4.53	\$1,187.27	LSTA Grant Reimbursement-A/P #3788 (Th
10/4/99	100	3.22	\$12.79	W.T. Cox Reimbursed for duplicate magaz
10/29/99	100	3.22	\$13.02	W.T. Cox Reimbursed for duplicate magaz

Register Of Claims
Jasper County Public Library

Report Date: From **10/1/99** To **10/30/99**

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18280	3806	A.E. BOYCE CO., INC.	OPERATING FUND	OFFICIAL RECORDS	\$399.50	10/11/99	Employee Service Records 2,000-Laser Payroll Checks Starting at #8801
Total this claim					<u>\$399.50</u>		
18281	3807	ACE HARDWARE	OPERATING FUND	CLEANING & SANITATION SUP	\$8.68	10/11/99	Surge Protector, Mop handle, Mop, Light Bulbs
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$21.87		
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$8.34		
Total this claim					<u>\$38.89</u>		
18282	3808	AMERICAN LIBRARY ASSN	OPERATING FUND	BOOKS	\$193.45	10/11/99	Books
			OPERATING FUND	BOOKS	\$19.80		
Total this claim					<u>\$213.25</u>		
18283	3809	ANNE-MARIE EGAN	OPERATING FUND	TRAVELING EXPENSE	\$48.67	10/11/99	Mileage-Nilba & Board Mtg.
Total this claim					<u>\$48.67</u>		
18284	3810	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$198.00	10/11/99	Sep & Oct '99 Service Financial Computer
Total this claim					<u>\$198.00</u>		
18285	3811	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$368.71	10/11/99	Books & AV material
			OPERATING FUND	BOOKS	\$2,981.76		
			OPERATING FUND	BOOKS	\$2,218.54		
			OPERATING FUND	BOOKS	\$554.76		
			OPERATING FUND	BOOKS	\$906.15		
			OPERATING FUND	NONPRINTED MATERIALS	\$28.17		
			OPERATING FUND	BOOKS	\$538.40		
			OPERATING FUND	BOOKS	\$89.82		
			OPERATING FUND	BOOKS	\$19.54		
			OPERATING FUND	BOOKS	\$40.28		
			OPERATING FUND	BOOKS	\$252.12		
			OPERATING FUND	BOOKS	\$186.85		
			OPERATING FUND	BOOKS	\$93.48		
			OPERATING FUND	BOOKS	\$29.44		
Total this claim					<u>\$8,308.02</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18286	3812	BARNES & NOBLE	OPERATING FUND	BOOKS	\$26.34	10/11/99	Books & AV Material
			OPERATING FUND	NONPRINTED MATERIALS	\$154.93		
			OPERATING FUND	NONPRINTED MATERIALS	\$258.87		
			OPERATING FUND	NONPRINTED MATERIALS	\$417.06		
				Total this claim	\$857.20		
18287	3813	BEST BUY CO., INC.	OPERATING FUND	NONPRINTED MATERIALS	\$129.63	10/11/99	Video's & CD Rom's
			OPERATING FUND	NONPRINTED MATERIALS	\$185.85		
			OPERATING FUND	NONPRINTED MATERIALS	\$501.63		
				Total this claim	\$817.11		
18288	3814	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$5.58	10/11/99	Books
			OPERATING FUND	BOOKS	\$1.13		
				Total this claim	\$6.71		
18289	3815	BETTER CONTAINERS MFG. C	OPERATING FUND	LIBRARY SUPPLIES	\$160.58	10/11/99	Library Bags
			OPERATING FUND	LIBRARY SUPPLIES	\$80.29		
			OPERATING FUND	LIBRARY SUPPLIES	\$80.29		
				Total this claim	\$321.16		
18290	3816	BOOKPAGE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$66.60	10/11/99	Annual Subscription to Bookpage
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$66.60		
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$46.80		
				Total this claim	\$180.00		
18291	3817	CHRISTIAN BOOK DISTRIBUT	OPERATING FUND	NONPRINTED MATERIALS	\$8.97	10/11/99	Shipping Cost's on Video's & CD Rom's
				Total this claim	\$8.97		
18292	3818	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	10/11/99	Oct '99 E-Mail Access
				Total this claim	\$20.00		
18293	3819	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	10/11/99	Water Cooler Rental-Wheatfield
				Total this claim	\$9.95		
18294	3820	DARYL'S PASTRY SHOP	RENSSELAER GIFT FU	LIBRARY SUPPLIES	\$6.90	10/11/99	Supplies-Reference Counterparts Meeting
				Total this claim	\$6.90		
18295	3821	DELL MARKETING L.P.	OPERATING FUND	FURNITURE & EQUIPMENT	\$1,781.00	10/11/99	Computer Monitor's & Workstations-8
			OPERATING FUND	FURNITURE & EQUIPMENT	\$14,051.00		
				Total this claim	\$15,832.00		

<i>Warra. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18296	3822	DEMCO	OPERATING FUND	LIBRARY SUPPLIES	\$88.15	10/11/99	Norbond,Scotch tape,Fiber tape, Binder Tape,Button Parts,Audio Cass. Sleeves
			OPERATING FUND	NONPRINTED MATERIALS	\$179.34		
				Total this claim	\$267.49		
18297	3823	DEMOTTE GLASS	OPERATING FUND	LIBRARY SUPPLIES	\$42.50	10/11/99	Plexiglass-Display Rack;DeMotte
				Total this claim	\$42.50		
18298	3824	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$51.77	10/11/99	Mileage & Video Rewinder
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$9.74		
				Total this claim	\$61.51		
18299	3825	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$17.98	10/11/99	Mileage
				Total this claim	\$17.98		
18300	3826	DIVERSITY UNIFORMS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$13.90	10/11/99	2 Name Badges-Staci & Emily
				Total this claim	\$13.90		
18301	3827	FASE'S WATER TREATMENT	OPERATING FUND	BUILDING MATERIALS & SUPP	\$52.50	10/11/99	Redout-DeMotte
				Total this claim	\$52.50		
18302	3828	GA FOODS GROUP	RENSSELAER GIFT FU	LIBRARY SUPPLIES	\$43.63	10/11/99	Supplies/Volunteer Recognition Program-Rensselaer
				Total this claim	\$43.63		
18303	3829	GAIL JUNG	OPERATING FUND	POSTAGE	\$36.73	10/11/99	Rens. Petty Cash Postage,Office Supplies,Meeting Room Supplies
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$11.90		
			OPERATING FUND	LIBRARY SUPPLIES	\$1.89		
				Total this claim	\$50.52		
18304	3830	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$4.96	10/11/99	Wheat. Petty Cash Vac. Cleaner Plug,Postage,Cricket Catchers,Detergent,Mileage
			OPERATING FUND	POSTAGE	\$2.75		
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$3.05		
			OPERATING FUND	LIBRARY SUPPLIES	\$1.39		
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$5.70		
				Total this claim	\$17.85		
18305	3831	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$82.46	10/11/99	Mileage,Expense Recordkeeping Wrkshp,Planner Pad
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$28.90		
			OPERATING FUND	PROFESSIONAL MEETINGS	\$9.93		
				Total this claim	\$121.29		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18306	3832	GALE GROUP	OPERATING FUND	BOOKS	\$205.20	10/11/99	Books
			OPERATING FUND	BOOKS	\$479.75		
			OPERATING FUND	BOOKS	\$31.19		
				Total this claim	\$716.14		
18307	3833	GAYLORD BROS.	OPERATING FUND	FURNITURE & EQUIPMENT	\$129.00	10/11/99	Ethernet PCI
				Total this claim	\$129.00		
18308	3834	HERRMAN & GOETZ, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$111.66	10/11/99	Replace Fixture Janitor Closet-Dem
			OPERATING FUND	BUILDING & STRUCTURES	\$458.27		Replace Ballast,Capacitor,Starter,Lamp, & Support Brackets-Rens.
				Total this claim	\$569.93		
18309	3835	INDIANA STATE LIBRARY	PUBLIC LIBRARY ACC	LIBRARY SUPPLIES	\$23.00	10/11/99	3rd Quarter '99 PLAC cards sold
				Total this claim	\$23.00		
18310	3836	INGRAM	OPERATING FUND	BOOKS	\$5.38	10/11/99	Books
			OPERATING FUND	BOOKS	\$23.40		
			OPERATING FUND	BOOKS	\$20.22		
			OPERATING FUND	BOOKS	\$20.24		
			OPERATING FUND	BOOKS	\$2.70		
			OPERATING FUND	BOOKS	\$4.84		
				Total this claim	\$76.78		
18311	3837	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$35.96	10/11/99	Books
			OPERATING FUND	BOOKS	\$12.77		
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	BOOKS	\$9.58		
			OPERATING FUND	BOOKS	\$19.15		
			OPERATING FUND	BOOKS	\$195.65		
			OPERATING FUND	BOOKS	\$27.96		
			OPERATING FUND	BOOKS	\$23.75		
				Total this claim	\$329.61		
18312	3838	J B'S LOCK & KEY SERVICE	OPERATING FUND	BUILDING & STRUCTURES	\$65.00	10/11/99	Tighten cylinders,adjust strike & lube bathroom locks-Demotte
				Total this claim	\$65.00		
18313	3839	JENNIFER L. EVERS	OPERATING FUND	TRAVELING EXPENSE	\$77.19	10/11/99	Mileage
				Total this claim	\$77.19		
18314	3840	KAPER'S BUILDING MATERIAL	OPERATING FUND	BUILDING & STRUCTURES	\$34.00	10/11/99	Peep Site & Installation-DeMotte
				Total this claim	\$34.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18315	3841	KATHRYN B. WEED	RENSSELAER GIFT FU	LIBRARY SUPPLIES	\$93.95	10/11/99	Supplies for Volunteer Recognition Program-Rensselaer
				Total this claim	<u>\$93.95</u>		
18316	3842	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$75.64	10/11/99	Mileage
				Total this claim	<u>\$75.64</u>		
18317	3843	LINDA THOMPSON	OPERATING FUND	TRAVELING EXPENSE	\$20.46	10/11/99	Mileage-Long Range Planning
				Total this claim	<u>\$20.46</u>		
18319	3845	NEAL-SCHUMAN PUBLISHERS	OPERATING FUND	BOOKS	\$27.50	10/11/99	Books
			OPERATING FUND	BOOKS	\$27.50		
			OPERATING FUND	BOOKS	\$3.30		
				Total this claim	<u>\$58.30</u>		
18320	3846	NIPSCO	OPERATING FUND	GAS	\$133.05	10/11/99	DeMotte Utilities; Gas-6/16 - 9/20/99
			OPERATING FUND	ELECTRICITY	\$1,980.10		Elec.-8/19 - 9/20/99
				Total this claim	<u>\$2,113.15</u>		
18321	3847	OAG BUSINESS TRAVEL PLAN	OPERATING FUND	BOOKS	\$99.00	10/11/99	4 Issues OAG
				Total this claim	<u>\$99.00</u>		
18322	3848	OHIO LIBRARY COUNCIL	OPERATING FUND	NONPRINTED MATERIALS	\$24.00	10/11/99	Video
				Total this claim	<u>\$24.00</u>		
18323	3849	OOMS DISPOSAL SERVICE IN	OPERATING FUND	WASTE DISPOSAL SERVICES	\$67.00	10/11/99	Waste Disposal-DeMotte 10/1 - 12/31/99 2 Extra Pick-ups
				Total this claim	<u>\$67.00</u>		
18324	3850	PARSONS TECHNOLOGY	OPERATING FUND	NONPRINTED MATERIALS	\$47.80	10/11/99	CD Rom's
				Total this claim	<u>\$47.80</u>		
18325	3851	PEGGY WOODS	OPERATING FUND	TRAVELING EXPENSE	\$24.18	10/11/99	Mileage & Expense for AV Purchases
			OPERATING FUND	PROFESSIONAL MEETINGS	\$11.14		
				Total this claim	<u>\$35.32</u>		
18326	3852	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$662.00	10/11/99	Stamps-2,000;.33 100;.02
				Total this claim	<u>\$662.00</u>		
18327	3853	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$222.00	10/11/99	Check loose connection in circuit, burned time delay removed-Rens.
				Total this claim	<u>\$222.00</u>		
18328	3854	PUBLIC EMPLOYEES' RETIRE	OPERATING FUND	EMPLOYER'S CONTRIB.- PER	\$6,945.88	10/11/99	3rd Quarter Payment
		P.E.R.F.		SALARIES AND WAGES	\$4,167.48		
				Total this claim	<u>\$11,113.36</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18329	3855	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$100.00	10/11/99	Strip & Seal floors-Wheat
			OPERATING FUND	BUILDING & STRUCTURES	\$125.00		Strip Floors & replace lights-DeMotte
				Total this claim	\$225.00		
18330	3856	PUBLISHING SALES CONSULT	OPERATING FUND	BOOKS	\$159.95	10/11/99	Books
			OPERATING FUND	BOOKS	\$11.20		
				Total this claim	\$171.15		
18331	3857	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$10.10	10/11/99	Remanufactured Toner Cartridge,
			OPERATING FUND	LIBRARY SUPPLIES	\$10.18		Constuction Paper
				Total this claim	\$20.28		
18332	3858	RENS./REMINGTON CHAMBER	OPERATING FUND	DUES	\$80.00	10/11/99	Annual Membership Dues
				Total this claim	\$80.00		1999-2000
18333	3859	RENSSELAER REPUBLICAN	OPERATING FUND	ADVERTISING & PUBLIC NOTI	\$275.73	10/11/99	Multi Dept., Page, DeMotte
				Total this claim	\$275.73		Branch Librarian Position Ads
18334	3860	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$772.08	10/11/99	Transport Service
				Total this claim	\$772.08		9/3 - 9/24/99
18335	3861	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$279.31	10/11/99	Mileage & Expense Fred Pryor
			OPERATING FUND	PROFESSIONAL MEETINGS	\$1.77		Seminar
				Total this claim	\$281.08		
18336	3862	STEPHANIE FILSON	OPERATING FUND	TRAVELING EXPENSE	\$13.64	10/11/99	Mileage
				Total this claim	\$13.64		
18337	3863	SUNCOAST #3009	OPERATING FUND	NONPRINTED MATERIALS	\$142.54	10/11/99	Video's
			OPERATING FUND	NONPRINTED MATERIALS	\$68.19		
				Total this claim	\$210.73		
18338	3864	TELECOMM INDUSTRIES	OPERATING FUND	NETWORKING	\$70.00	10/11/99	Move Modem to different location
				Total this claim	\$70.00		DeMotte
18339	3865	UPSTART	OPERATING FUND	LIBRARY SUPPLIES	\$38.79	10/11/99	Bookmarks, Posters, Bulletin Board
				Total this claim	\$38.79		Decorator-DeMotte Children's
18340	3866	VALERIE COLVIN	OPERATING FUND	TRAVELING EXPENSE	\$21.08	10/11/99	Mileage-Workshop Monticello
				Total this claim	\$21.08		

<i>Warra.</i> <i>Number</i>	<i>Claim</i> <i>Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18343	3867	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$10.60	10/11/99	Video's, Rens. Children Prog. Supplies, Meeting room & Marketing Supplies
			OPERATING FUND	LIBRARY SUPPLIES	\$2.50		
			RENSSELAER GIFT FU	LIBRARY SUPPLIES	\$14.96		
			OPERATING FUND	NONPRINTED MATERIALS	\$27.91		
			OPERATING FUND	NONPRINTED MATERIALS	\$27.91		
			OPERATING FUND	NONPRINTED MATERIALS	\$17.95		
			OPERATING FUND	NONPRINTED MATERIALS	(\$9.80)		
				Total this claim	\$92.03		
18342	3868	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$140.00	10/11/99	Lawn Mowing-DeMotte 8/5, 8/12, 8/23, 8/30/99
				Total this claim	\$140.00		
18344	3869	WALMART #1618	OPERATING FUND	NONPRINTED MATERIALS	\$258.25	10/11/99	Video's & CD's
			OPERATING FUND	NONPRINTED MATERIALS	\$456.89		
			OPERATING FUND	NONPRINTED MATERIALS	\$374.34		
			OPERATING FUND	NONPRINTED MATERIALS	\$99.96		
				Total this claim	\$1,189.44		
0	3870	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	10/8/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$21,957.77		
			OPERATING FUND	WAGES OF JANITORS	\$1,571.69		
				Total this claim	\$25,388.46		
18345	3871	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,152.78	10/8/99	Withheld from Payroll 08 OCT 99-Kooy, Schulenberg, Weed, Daugherty, Fagen, Maxwell, Beedle, Woods
				Total this claim	\$1,152.78		
18346	3872	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	10/8/99	DeMotte Telephone-October
				Total this claim	\$26.07		
18347	3873	SPRINT	OPERATING FUND	TELEPHONE	\$111.67	10/8/99	As Per Attached Invoices
			OPERATING FUND	TELEPHONE	\$44.34		
			OPERATING FUND	TELEPHONE	\$15.57		
				Total this claim	\$171.58		
18348	3874	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	10/8/99	Sewer Service-DeMotte-August 1999
				Total this claim	\$45.66		
18349	3875	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	10/8/99	Sewer Service-Wheatfield-Oct 1999
				Total this claim	\$41.05		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18350	3876	JASPER COUNTY PUBLIC LIB	RENS & DEM BOND A	PURCHASE OF INVESTMENTS	100,000.00	10/7/99	61 Day CD
				Total this claim	<u>\$100,000.00</u>		
0	3877	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,843.09	10/20/99	EFT-STATE & COUNTY TAX WITHHEL
			CO TAX COLLECTED	SALARIES AND WAGES	\$534.85		#88316 VERIF #38 TRANS 10/20/99
				Total this claim	<u>\$2,377.94</u>		
0	3878	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,899.14	10/8/99	FEDERAL & FICA TAX WITHHELD
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,899.14		8 OCT '99 REF #78207467 TRANSFE
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,448.09		
				Total this claim	<u>\$6,246.37</u>		
0	3879	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	10/25/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$21,888.98		
			OPERATING FUND	WAGES OF JANITORS	\$1,494.79		
				Total this claim	<u>\$25,242.77</u>		
18352	3880	ANTHEM LIFE	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$87.35	10/25/99	19 Employee Life Premiums-Nov 99
			HEALTH INSURANCE	SALARIES AND WAGES	\$1.00		
				Total this claim	<u>\$88.35</u>		
18353	3881	AT&T	OPERATING FUND	TELEPHONE	\$5.90	10/25/99	L.D. Charges - Sep 99-DeMotte Lib.
				Total this claim	<u>\$5.90</u>		
18354	3882	CITY OF RENSSELAER	OPERATING FUND	GAS	\$361.75	10/25/99	Rensselaer Utilities-9/9-10/8/99
			OPERATING FUND	ELECTRICITY	\$1,215.11		
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$84.60		
				Total this claim	<u>\$1,711.61</u>		
18355	3883	INCOLSA	OPERATING FUND	PROFESSIONAL MEETINGS	\$110.00	10/25/99	Workshops: Basic Legal Reference- Tachtiris, Beedle, Kooy, Hesterman, String Mtg.-Daugherty
				Total this claim	<u>\$110.00</u>		
18356	3884	INDIANA DEPT.OF WORKFOR	OPERATING FUND	UNEMPLOYMENT COMPENSA	\$218.35	10/25/99	Qtly. Unemployment Compensation Py
				Total this claim	<u>\$218.35</u>		
18357	3885	INDIANA LIBRARY FEDERATIO	OPERATING FUND	PROFESSIONAL MEETINGS	\$225.00	10/25/99	ILF Reference Div. Workshop, 11/11- Tachtiris, Brown, Stringfellow, Kooy, Colvin
				Total this claim	<u>\$225.00</u>		
18358	3886	INDIANA VISUAL & AUDIO NET	OPERATING FUND	PROFESSIONAL MEETINGS	\$12.00	10/25/99	IVAN Bd. Mtg.-Evers, 11/16/99
				Total this claim	<u>\$12.00</u>		

**Warrant
Number**

Claim

Number

Name of Claimant

Fund

Account

Amount

Date

Explanation

18359	3887	NIPSCO	OPERATING FUND	GAS	\$14.64	10/25/99	Wheatfield Lib. Utilities-9/14-10/13/99
			OPERATING FUND	ELECTRICITY	\$500.58		
				Total this claim	\$515.22		
18360	3888	SPRINT	OPERATING FUND	TELEPHONE	\$5.25	10/25/99	Wheatfield Telephone-October 99
				Total this claim	\$5.25		
18361	3889	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$1,852.56	10/25/99	October 99 Premium Health Insurance
		#125 PLAN		SALARIES AND WAGES	\$1,125.46		
				Total this claim	\$2,978.02		
18362	3890	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,152.78	10/25/99	Withheld from 25 Oct 99 Payroll - Kooy,Kopanda,Schulenberg,Weed, Beedle,Daugherty,Woods,Maxwell, Filso
				Total this claim	\$1,152.78		
0	3891	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,881.06	10/25/99	FICA & FED TAX WITHHELD 25 OCT 9
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,881.06		9:35am, TRANSFERRED 10/26/99
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,435.13		
				Total this claim	\$6,197.25		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
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Total Amount of Claims **\$222,121.57**

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, October 29, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 10 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$222,121.57

Date this 8th day of NOVEMBER, 19 99.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JASPER COUNTY PUBLIC LIBRARY

Receipt Breakdown

October 31, 1999

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FEES:			\$2,770.91	\$24,100.30
DeMotte	\$829.57	\$8,986.61		
Rensselaer	\$1,352.75	\$9,494.08		
Wheatfield	\$588.59	\$5,619.61		
PHOTOCOPIES:			\$591.45	\$5,941.09
DeMotte	\$189.45	\$2,218.52		
Rensselaer	\$314.40	\$2,835.61		
Wheatfield	\$87.60	\$886.96		
CARDS:			\$33.00	\$725.00
DeMotte	\$26.00	\$246.00		
Rensselaer	(\$17.00)	\$343.00		
Wheatfield	\$24.00	\$136.00		
BOOK/EQUIPMENT SALES:			\$0.00	\$1,368.03
COMPUTER DISKS:			\$2.10	\$34.25
INTEREST:			\$560.44	\$14,049.54
TAXES:			\$0.00	\$594,535.72
Property Tax	\$0.00	\$343,662.60		
Financial Institution Tax	\$0.00	\$873.00		
License Excise Tax	\$0.00	\$35,760.62		
Local Option/Certified Shares	\$0.00	\$189,851.50		
Local Option/Property Tax Repl.	\$0.00	\$21,639.00		
State Distribution	\$0.00	\$2,749.00		
REFUNDS:			\$50.81	\$15,493.29
Insurance	\$0.00	\$8,636.36		
Elron Software	\$0.00	\$2,882.00		
PC Anywhere	\$0.00	\$70.00		
Energizer Batteries	\$0.00	\$8.60		
Panasonic Batteries	\$0.00	\$40.00		
Armchair Detective '98 Subscripti	\$0.00	\$31.00		
Tru-Green '98 (Non-Service)	\$0.00	\$51.00		
Universal Service Fund	\$0.00	\$98.98		
Demotte Friends of Library-Trash	\$0.00	\$13.43		
Reimbursement/Weeding Wkshp	\$0.00	\$12.18		
Peg Benner/Damaged Cass.	\$0.00	\$14.00		
Overpayment-Palmer House Res	\$0.00	\$12.37		
Postage Reimbursement	\$25.81	\$45.10		
LSTA Technology Grant	\$0.00	\$3,397.27		
Overpayment-Post Tribune/Dem.	\$0.00	\$156.00		
Sale of Fax Cartridges	\$25.00	\$25.00		
TOTAL OPERATING FUND RECEIPTS:			\$4,008.71	\$656,247.22
PLAC FUND:			\$23.00	\$69.00
GIFT FUNDS:			\$20.00	\$2,321.85
DeMotte	\$20.00	\$375.00		
Rensselaer	\$0.00	\$1,821.65		
Wheatfield	\$0.00	\$125.20		
LIBRARY IMPROVEMENT FUND:			\$206.91	\$1,987.39
BOND & INTEREST REDEMPTION FUN			\$0.00	\$219,991.06
Property Tax	\$0.00	\$198,799.51		
Financial Institution Tax	\$0.00	\$505.00		
License Excise Tax	\$0.00	\$20,686.55		
HOST/HOSPITALITY FUND:			\$0.00	\$962.06
HISTORY GRANT FUND:			\$0.00	\$0.00
EXCESS FUND:			\$0.00	\$0.00
LITE FUND:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$0.00	\$0.00
CASH CHANGE FUND (transf.\$10/Oper			\$0.00	\$10.00
SUB-TOTAL (page 1):			\$4,258.62	\$881,588.58

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
WITHHOLDING ACCOUNT FUNDS:			\$15,583.73	\$163,312.47
FIT Tax Collected	\$4,883.22	\$53,464.75		
FICA Collected	\$3,780.20	\$39,623.59		
State Tax Collected	\$1,653.04	\$17,451.73		
County Tax Collected	\$464.43	\$4,967.50		
INDIANA Deferred Comp	\$2,305.56	\$21,206.91		
#125 Plan	\$1,216.93	\$12,663.61		
Health/Life Insurance	\$1.00	\$7.00		
PERF	\$1,279.35	\$13,635.60		
Credit Union	\$0.00	\$291.78		
TOTAL RECEIPTS - ALL FUNDS			\$19,842.35	\$1,044,901.05

ter Of Claims
Jasper County Public Library
Report Date: From 11/1/99 To 11/8/99

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18363	3892	ACE HARDWARE	OPERATING FUND	CLEANING & SANITATION SUP	\$3.89	11/8/99	Weed Killer & Cleaning Supplies
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$5.19		
				Total this claim	\$9.08		
18364	3893	ANTHEM BLUE CROSS AND BL	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$1,852.56	11/8/99	Health Premium-12 employees
			#125 PLAN	SALARIES AND WAGES	\$1,308.48		
				Total this claim	\$3,161.04		
18365	3894	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$10.56	11/8/99	Books, Gift Books, Continuations
			OPERATING FUND	BOOKS	\$2,650.79		
			OPERATING FUND	BOOKS	\$1,255.55		
			OPERATING FUND	BOOKS	\$1,270.49		
			OPERATING FUND	BOOKS	\$323.18		
			OPERATING FUND	BOOKS	\$413.50		
			OPERATING FUND	BOOKS	\$162.66		
			OPERATING FUND	BOOKS	\$34.81		
			OPERATING FUND	BOOKS	\$84.97		
			OPERATING FUND	BOOKS	\$286.37		
			OPERATING FUND	BOOKS	\$163.41		
			OPERATING FUND	BOOKS	\$211.41		
			OPERATING FUND	BOOKS	\$20.81		
			OPERATING FUND	BOOKS	\$5.24		
			RENSSELAER GIFT FU	BOOKS	\$113.80		
			OPERATING FUND	NONPRINTED MATERIALS	\$23.97		
				Total this claim	\$7,031.52		
18366	3895	BELL & HOWELL	OPERATING FUND	PERIODICALS & NEWSPAPERS	\$160.27	11/8/99	Microfilm-Rensselaer Republican (1/99-8/
				Total this claim	\$160.27		
18367	3896	BETHANY HOUSE PUBLISHERS	OPERATING FUND	BOOKS	\$6.99	11/8/99	Book
			OPERATING FUND	BOOKS	\$1.13		
				Total this claim	\$8.12		
18369	3897	BOOKSAMERICA.COM	RENSSELAER GIFT FU	BOOKS	\$15.45	11/8/99	Book
				Total this claim	\$15.45		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18370	3898	BROWN'S GARDEN SHOPPE	OPERATING FUND	BUILDING & STRUCTURES	\$1,265.00	11/8/99	June-July-August Lawn Mowing-Rens.
				Total this claim	\$1,265.00		
18371	3899	BUREAU OF EDUCATION & RE	OPERATING FUND	PROFESSIONAL MEETINGS	\$159.00	11/8/99	Confirmation #1874339: Fagen-What's Nt Literature Seminar, 11/29/99, Indy
				Total this claim	\$159.00		
18372	3900	CDW GOVERNMENT, INC	OPERATING FUND	FURNITURE & EQUIPMENT	\$256.00	11/8/99	Monitor, Surge Suppressors, Etherlink Ca
			OPERATING FUND	FURNITURE & EQUIPMENT	\$435.22		
				Total this claim	\$691.22		
18373	3901	CENTER POINT PUBLISHING	RENSSELAER GIFT FU	BOOKS	\$111.50	11/8/99	Large Print Books
				Total this claim	\$111.50		
18374	3902	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$8.68	11/8/99	Mileage
				Total this claim	\$8.68		
18375	3903	CHICAGO TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPERS	\$105.60	11/8/99	26 Weeks-Daily & Sunday Newspapers to
				Total this claim	\$105.60		
18376	3904	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	11/8/99	E-mail access-NOVEMBER
				Total this claim	\$20.00		
18377	3905	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	11/8/99	Water Rental-Nov'99 & Water-Wht.Lb
			OPERATING FUND	WATER	\$34.65		
				Total this claim	\$44.60		
18378	3906	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$47.04	11/8/99	Books
			OPERATING FUND	BOOKS	\$34.12		
			OPERATING FUND	BOOKS	\$42.22		
			OPERATING FUND	BOOKS	\$8.70		
				Total this claim	\$132.08		
18379	3907	DELL MARKETING L.P.	OPERATING FUND	FURNITURE & EQUIPMENT	\$2,108.00	11/8/99	Del PC/Monitor-Workstation
				Total this claim	\$2,108.00		
18380	3908	DEMCO	OPERATING FUND	NONPRINTED MATERIALS	\$303.84	11/8/99	CD-Browser Paks, Audio Cassette Album
				Total this claim	\$303.84		
18381	3909	DEMOTTE CHAMBER OF COM	RENSSELAER GIFT FU	LIBRARY SUPPLIES	\$75.00	11/8/99	Booth @ Expo Day, 5/6/00
				Total this claim	\$75.00		
18382	3910	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$163.80	11/8/99	Mileage, Tolls, Flag Pole clips, programr
			OPERATING FUND	LIBRARY SUPPLIES	\$3.98		
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$1.49		
				Total this claim	\$169.27		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18383	3911	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$17.36	11/8/99	Mileage
				Total this claim	\$17.36		
18384	3912	ELDERHOSTEL	OPERATING FUND	PERIODICALS & NEWSPAPERS	\$10.00	11/8/99	1 Yr. Subscription
				Total this claim	\$10.00		
18385	3913	FASE'S WATER TREATMENT &	OPERATING FUND	BUILDING MATERIALS & SUPP	\$52.50	11/8/99	Redout for Softner-DeMotte Lib.
				Total this claim	\$52.50		
18386	3914	GA FOODS GROUP	OPERATING FUND	LIBRARY SUPPLIES	\$6.08	11/8/99	Children's Program Supplies
				Total this claim	\$6.08		
18387	3915	GAIL JUNG	OPERATING FUND	POSTAGE	\$24.17	11/8/99	Rensselaer PETTY CASH: Postage, Note Expenses, Mounting Frame for Comp. Dr
			OPERATING FUND	LIBRARY SUPPLIES	\$5.27		
			OPERATING FUND	AUTOMATION SUPPLIES	\$6.00		
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$4.00		
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$3.69		
				Total this claim	\$43.13		
18388	3916	GALE GROUP	OPERATING FUND	BOOKS	\$102.60	11/8/99	Books & Continuations-Something About
			OPERATING FUND	BOOKS	\$14.14		
			RENSSELAER GIFT FU	BOOKS	\$30.00		
			OPERATING FUND	BOOKS	\$58.95		
				Total this claim	\$205.69		
18389	3917	GROLIER EDUCATIONAL COR	OPERATING FUND	BOOKS	\$479.00	11/8/99	Ency-New Bk of Knowledge
			OPERATING FUND	BOOKS	\$28.74		
				Total this claim	\$507.74		
18390	3918	GROLIER PUBLISHING COMPA	OPERATING FUND	BOOKS	\$124.80	11/8/99	Standing Order Books
			OPERATING FUND	BOOKS	\$8.74		
				Total this claim	\$133.54		
18391	3919	HAMSTRA BUILDERS, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$5,302.00	11/8/99	Rubber Roof & Entry Panic Bar @ Wh.
				Total this claim	\$5,302.00		
18392	3920	HERITAGE OFFICE PRODUCTS	OPERATING FUND	EQUIPMENT	\$125.00	11/8/99	Desk Drawer & Swintec Typewriter Repai
				Total this claim	\$125.00		
18393	3921	HERMAN & GOETZ	OPERATING FUND	BUILDING & STRUCTURES	\$443.38	11/8/99	Exterior Light Repairs-10/20/99-Dem. Lib.
				Total this claim	\$443.38		
18394	3922	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$454.47	11/8/99	Jumbo TP, Kleenex, Trash Bags, Paper To Towels, S.S. Cleaner, etc.
			OPERATING FUND	OTHER OPERATING SUPPLIES	\$194.96		
				Total this claim	\$649.43		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18395	3923	INDIANA ASSOCIATION OF HO	RENSSELAER GIFT FU	BOOKS	\$10.00	11/8/99	Book
Total this claim					\$10.00		
18396	3924	INGRAM	OPERATING FUND	BOOKS	\$11.67	11/8/99	Books
			OPERATING FUND	BOOKS	\$37.79		
			OPERATING FUND	BOOKS	\$30.95		
			OPERATING FUND	BOOKS	\$21.24		
			OPERATING FUND	BOOKS	\$5.98		
			OPERATING FUND	BOOKS	\$5.09		
			OPERATING FUND	BOOKS	\$9.96		
Total this claim					\$122.68		
18397	3925	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$8.79	11/8/99	Books
			OPERATING FUND	BOOKS	\$8.79		
			OPERATING FUND	BOOKS	\$6.50		
			OPERATING FUND	BOOKS	\$12.77		
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	BOOKS	\$8.79		
Total this claim					\$55.22		
18398	3926	JILL TACHTIRIS	RENSSELAER GIFT FU	BOOKS	\$20.89	11/8/99	As Per Attached Invoices
			OPERATING FUND	TRAVELING EXPENSE	\$71.30		
Total this claim					\$92.19		
18399	3927	LARGE PRINT LIBRARY DISCO	OPERATING FUND	BOOKS	\$20.76	11/8/99	L.P. Book
			OPERATING FUND	BOOKS	\$4.10		
Total this claim					\$24.86		
18400	3928	LAWRENCE ELECTROSTATIC	OPERATING FUND	BUILDING & STRUCTURES	\$490.00	11/8/99	Painting-Rens. Restrooms
Total this claim					\$490.00		
18401	3929	LISA RUSHER	OPERATING FUND	TRAVELING EXPENSE	\$40.30	11/8/99	Mileage & Expenses
			OPERATING FUND	PROFESSIONAL MEETINGS	\$2.09		
Total this claim					\$42.39		
18402	3930	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$141.95	11/8/99	Mileage, Parking, & Mtg. Expenses
			OPERATING FUND	PROFESSIONAL MEETINGS	\$9.50		
Total this claim					\$151.45		
18403	3931	MARKEY'S AUDIO VISUAL, INC	RENSSELAER GIFT FU	FURNITURE & EQUIPMENT	\$3,853.00	11/8/99	LCD Projector & Carrying Case
Total this claim					\$3,853.00		

<i>Claim Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18404	3932	MICROMARKETING,LLC	OPERATING FUND	NONPRINTED MATERIALS	\$38.85	11/8/99	Video
			OPERATING FUND	NONPRINTED MATERIALS	\$3.60		
				Total this claim	\$42.45		
18405	3933	NIPSCO	OPERATING FUND	GAS	\$245.24	11/8/99	DeMotte Utilities-9/20-10/19/99
			OPERATING FUND	ELECTRICITY	\$1,592.49		
				Total this claim	\$1,837.73		
18406	3934	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$55.00	11/8/99	DeMotte Grounds Maintenance
				Total this claim	\$55.00		
18407	3935	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$921.00	11/8/99	Rens-HVAC repairs, water filter maintena
				Total this claim	\$921.00		
18408	3936	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$538.06	11/8/99	Calendars,pens,pencils,pencil
			OPERATING FUND	NONPRINTED MATERIALS	\$191.76		sharpener,envelopes,constr.paper,inkjet & tape, labels, contact paper, etc.
				Total this claim	\$729.82		
18409	3937	RENSSELAER CENTRAL HIGH	OPERATING FUND	OTHER PRINTING	\$65.00	11/8/99	Yearbook Chaos Advertisement
				Total this claim	\$65.00		
18410	3938	R.R. BOWKER	OPERATING FUND	BOOKS	\$1,068.70	11/8/99	BIP, Subj.Gde BIP, Literary Mkt.Place
			OPERATING FUND	BOOKS	\$74.81		
				Total this claim	\$1,143.51		
18411	3939	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	11/8/99	Books-Standing Order
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$4.30		
			OPERATING FUND	BOOKS	\$8.99		
				Total this claim	\$40.26		
18412	3940	SAFETYTECH	OPERATING FUND	NONPRINTED MATERIALS	\$15.45	11/8/99	Video
			OPERATING FUND	NONPRINTED MATERIALS	\$15.45		
				Total this claim	\$30.90		
18413	3941	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$818.39	11/8/99	Courier Service b/w branches
				Total this claim	\$818.39		
18414	3942	SPRINT	OPERATING FUND	TELEPHONE	\$128.84	11/8/99	Long Distance Service-Oct.99
			OPERATING FUND	TELEPHONE	\$39.07		
			OPERATING FUND	TELEPHONE	\$15.27		
				Total this claim	\$183.18		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18415	3943	THERMOGAS COMPANY	OPERATING FUND	FURNITURE & EQUIPMENT	\$139.00	11/8/99	Microwave-DeM. Lib.
				Total this claim	\$139.00		
18416	3944	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	11/8/99	Sewer Service-9/99
				Total this claim	\$45.66		
18417	3945	TOWN OF WHEATFIELD SEWE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	11/8/99	November Sewer Service-Wh. Lib.
				Total this claim	\$41.05		
18418	3946	TYSEN'S COUNTRY GROCERY	OPERATING FUND	LIBRARY SUPPLIES	\$27.16	11/8/99	Book Discussion, Counterparts Mtg., & C supplies
				Total this claim	\$27.16		
18419	3947	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$96.73	11/8/99	14-Initial & 2-Secondary Placements
				Total this claim	\$96.73		
18420	3948	UPSTART	OPERATING FUND	LIBRARY SUPPLIES	\$33.82	11/8/99	Children Dept. Bookmarks & Banners
			OPERATING FUND	LIBRARY SUPPLIES	\$59.60		
				Total this claim	\$93.42		
18421	3949	USA TODAY	OPERATING FUND	PERIODICALS & NEWSPAPERS	\$119.00	11/8/99	DeMotte Newspaper Subsc-10/26/99-10/
				Total this claim	\$119.00		
18422	3950	VIKING OFFICE PRODUCTS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$77.55	11/8/99	Calendars, Manilla Folders
				Total this claim	\$77.55		
18423	3951	WHEELER PUBLISHING, INC.	OPERATING FUND	BOOKS	\$259.59	11/8/99	L.P. Books
			OPERATING FUND	BOOKS	\$17.63		
				Total this claim	\$277.22		
18424	3952	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$26.46	11/8/99	Wh. Ch. Program supplies; Wipes for cle;
			OPERATING FUND	LIBRARY SUPPLIES	\$4.36		
				Total this claim	\$30.82		
18425	3953	XCEL COMPUTER SYSTEMS, I	OPERATING FUND	FURNITURE & EQUIPMENT	\$2,275.00	11/8/99	Computer Technology Upkeep-Network c
			OPERATING FUND	NONPRINTED MATERIALS	\$2,180.00		port switch; Disaster Recovery & Broade
				Total this claim	\$4,455.00		
18426	3954	CENTRAL STATES SALES COR	OPERATING FUND	OTHER OPERATING SUPPLIES	\$88.92	11/8/99	EXN Bulbs-Small Ceiling Spot Lights
				Total this claim	\$88.92		

<i>Voucher</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
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Total Amount of Claims \$39,275.68

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, November 02, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting 7 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount \$39,275.68

Date this 8th day of NOVEMBER, 19 99

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

AGENDA

Jasper County Public Library Board of Trustees Year-end Meeting
Monday, December 27, 1999
Rensselaer Library Meeting Room
9:00 AM

Purpose

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Final year-end Bills To Be Allowed
- B. 1999 Encumbrances
- C. 1999 Appropriation Transfers

Public Forum

Adjournment

Regist. of Claims
Jasper County Public Library

Report Date: From 12/01/1999 To 12/31/1999

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	3972	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	12/10/1999	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$21,856.71		
			OPERATING FUND	WAGES OF JANITORS	\$1,382.58		
			Total this claim		\$25,098.29		
18443	3973	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,152.78	12/10/1999	Withheld from Payroll 12/10/99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow, Woods,Maxwell,Weed,Beedle
			Total this claim		\$1,152.78		
18444	3974	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	12/10/1999	Local Telephone Service Demotte Dec '99
			Total this claim		\$26.07		
18445	3975	SPRINT	OPERATING FUND	TELEPHONE	\$111.89	12/10/1999	Long Distance Service Nov '99
			OPERATING FUND	TELEPHONE	\$29.28		
			OPERATING FUND	TELEPHONE	\$17.09		
			Total this claim		\$158.26		
18446	3976	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	12/10/1999	Sewer Service-Oct '99 DeMotte
			Total this claim		\$45.66		
18447	3977	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	12/10/1999	Sewer Service Dec '99 Wheatfield
			Total this claim		\$41.05		
18448	3978	ACE HARDWARE	OPERATING FUND	BUILDING MATERIALS & SUPP	\$4.29	12/13/1999	Ground 3-prong Plug
			Total this claim		\$4.29		
18449	3979	AMERICAN LIBRARY ASSN	OPERATING FUND	LIBRARY SUPPLIES	\$47.00	12/13/1999	Posters-DeM. Lib.
			Total this claim		\$47.00		
18450	3980	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$198.00	12/13/1999	November Service Contract
			Total this claim		\$198.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18451	3981	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$81.51	12/13/1999	Books, AV, Gift Books, Continuations
			OPERATING FUND	BOOKS	\$1,429.88		
			OPERATING FUND	BOOKS	\$324.98		
			OPERATING FUND	BOOKS	\$281.69		
			OPERATING FUND	BOOKS	\$956.03		
			OPERATING FUND	BOOKS	\$58.83		
			OPERATING FUND	BOOKS	\$17.16		
			OPERATING FUND	BOOKS	\$48.68		
			OPERATING FUND	BOOKS	\$14.49		
			OPERATING FUND	BOOKS	\$87.82		
			OPERATING FUND	BOOKS	\$361.40		
			OPERATING FUND	BOOKS	\$589.37		
			OPERATING FUND	BOOKS	\$28.74		
			RENSSELAER GIFT FU	BOOKS	\$72.07		
			OPERATING FUND	NONPRINTED MATERIALS	\$22.79		
			Total this claim		\$4,375.44		
18452	3982	BANK ONE TRUST COMPANY,	RENS & DEM BOND A	PAYMENT OF BONDS	260,000.00	12/13/1999	Bond Payment & Interest due 1/1/00
			RENS & DEM BOND A	INTEREST-BONDS	\$87,260.00		
			Total this claim		\$347,260.00		
18453	3983	BIG RIVER PRESS	RENSSELAER GIFT FU	BOOKS	\$18.45	12/13/1999	Book
			Total this claim		\$18.45		
18454	3984	BROWN'S GARDEN SHOPPE	OPERATING FUND	BUILDING & STRUCTURES	\$1,210.00	12/13/1999	Seasonal Mtncce, Mowing, Shrub Trimm
			Total this claim		\$1,210.00		
18455	3985	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$106.02	12/13/1999	Magic Attic Display Program, Overnight
			OPERATING FUND	PROFESSIONAL MEETINGS	\$87.69		Mileage
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$28.95		
			Total this claim		\$222.66		
18456	3986	CONTINENTAL LEISURE SALE	OPERATING FUND	FURNITURE & EQUIPMENT	\$263.00	12/13/1999	Concrete Cigarette Urn & Sifter-DeM.
			Total this claim		\$263.00		
18457	3987	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	12/13/1999	December e-mail access
			Total this claim		\$20.00		
18458	3988	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	12/13/1999	December Water Cooler Rental-Wh.
			Total this claim		\$9.95		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18459	3989	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$16.16	12/13/1999	Books
			OPERATING FUND	BOOKS	\$1.25		
				Total this claim	\$17.41		
18460	3990	DEMCO	OPERATING FUND	NONPRINTED MATERIALS	\$229.36	12/13/1999	Audio Cassette Albums
				Total this claim	\$229.36		
18461	3991	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$135.16	12/13/1999	Mileage
				Total this claim	\$135.16		
18462	3992	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$21.70	12/13/1999	Mileage
				Total this claim	\$21.70		
18463	3993	DUMAS & MORIARTY	OPERATING FUND	LEGAL SERVICES	\$220.00	12/13/1999	Consultations
				Total this claim	\$220.00		
18464	3994	EDUCATORS PROGRESS SER	OPERATING FUND	BOOKS	\$34.95	12/13/1999	Ed. Guide/Free Videotapes-Continuatio
			OPERATING FUND	BOOKS	\$34.95		
			OPERATING FUND	BOOKS	\$34.95		
			OPERATING FUND	BOOKS	\$14.85		
				Total this claim	\$119.70		
18465	3995	FACTS ON FILE NEWS SERVI	OPERATING FUND	PERIODICALS & NEWSPAPER	\$365.00	12/13/1999	Issues & Controversies-Annual Subsc.
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$365.00		
				Total this claim	\$730.00		
18466	3996	GA FOODS GROUP	OPERATING FUND	LIBRARY SUPPLIES	\$10.77	12/13/1999	Rens. Friends Call-out Mtg Expenses
				Total this claim	\$10.77		
18467	3997	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$130.82	12/13/1999	Mileage, AVC Mtg. Expenses
			OPERATING FUND	PROFESSIONAL MEETINGS	\$8.29		
				Total this claim	\$139.11		
18468	3998	GAIL JUNG	OPERATING FUND	POSTAGE	\$3.81	12/13/1999	DeMotte Petty Cash
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$5.43		
				Total this claim	\$9.24		
18469	3999	GAIL JUNG	OPERATING FUND	POSTAGE	\$17.64	12/13/1999	Rensselaer Petty Cash
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$0.94		
			OPERATING FUND	LIBRARY SUPPLIES	\$3.98		
				Total this claim	\$22.56		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18470	4000	GALE GROUP	OPERATING FUND	BOOKS	\$133.00	12/13/1999	Books, Continuations-Books
			OPERATING FUND	BOOKS	\$119.95		
			OPERATING FUND	BOOKS	\$102.60		
			OPERATING FUND	BOOKS	\$17.83		
			RENSSELAER GIFT FU	BOOKS	\$117.90		
				Total this claim	\$491.28		
18471	4001	GAYLORD BROS.	OPERATING FUND	MAINTENANCE CONTRACTS	\$15,300.00	12/13/1999	Label Sets, Annual Galaxy Mtnce- Soft
			OPERATING FUND	BOOKS	\$301.56		Subscr.
				Total this claim	\$15,601.56		
18472	4002	H. W. WILSON COMPANY	OPERATING FUND	PERIODICALS & NEWSPAPER	\$265.00	12/13/1999	Annual Readers Guide Subsc.-DeM.;
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$78.00		Annual Vertical File Index-Rens.
				Total this claim	\$343.00		
18473	4003	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$2.95	12/13/1999	Silver Markers
			OPERATING FUND	MAINTENANCE CONTRACTS	\$1,721.92		
				Total this claim	\$1,724.87		
18474	4004	HERITAGE QUEST	OPERATING FUND	NONPRINTED MATERIALS	\$29.95	12/13/1999	Family Tree Maker Marriage Index
				Total this claim	\$29.95		
18475	4005	HERRMAN & GOETZ, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$891.65	12/13/1999	Power Outage Repairs & Surge Suppre
				Total this claim	\$891.65		
18476	4006	HIGHSMITH CO. INC.	OPERATING FUND	LIBRARY SUPPLIES	\$66.60	12/13/1999	Mag. Binders, Outdoor Letter/Number
			OPERATING FUND	LIBRARY SUPPLIES	\$137.86		
				Total this claim	\$204.46		
18477	4007	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$269.59	12/13/1999	Hand Soap, Hand Towels, Carpet Prot
				Total this claim	\$269.59		Extraction Cl.
18478	4008	INDIANA VISUAL & AUDIO NET	OPERATING FUND	NONPRINTED MATERIALS	\$550.00	12/13/1999	Two CD-Rom Pkg for y2000
			OPERATING FUND	NONPRINTED MATERIALS	\$550.00		
				Total this claim	\$1,100.00		
18479	4009	INFORMATION PLUS	OPERATING FUND	BOOKS	\$157.20	12/13/1999	Standing Order items
			OPERATING FUND	BOOKS	\$157.20		
			OPERATING FUND	BOOKS	\$157.20		
				Total this claim	\$471.60		

<i>Warra Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18480	4010	INGRAM	OPERATING FUND	BOOKS	\$6.89	12/13/1999	Paperbacks
			OPERATING FUND	BOOKS	\$19.20		
			OPERATING FUND	BOOKS	\$13.71		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.70		
			OPERATING FUND	BOOKS	\$3.46		
			Total this claim		\$51.94		
18481	4011	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$167.76	12/13/1999	Books
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	BOOKS	\$26.03		
			OPERATING FUND	BOOKS	\$20.78		
			OPERATING FUND	BOOKS	\$15.20		
			OPERATING FUND	BOOKS	\$11.18		
			OPERATING FUND	BOOKS	\$71.22		
			OPERATING FUND	BOOKS	\$9.58		
			OPERATING FUND	BOOKS	\$9.58		
			Total this claim		\$336.12		
0	4012	JASPER COUNTY PUBLIC LIB	OPERATING FUND	BANK TRANSFERS	\$13,000.00	12/13/1999	Transfer to Peoples State Bank
			Total this claim		\$13,000.00		
18482	4013	J B'S LOCK & KEY SERVICE	OPERATING FUND	BUILDING & STRUCTURES	\$75.00	12/13/1999	Door Lock key jammed & strike adjust
			Total this claim		\$75.00		
18483	4014	JENNIFER L. EVERS	OPERATING FUND	TRAVELING EXPENSE	\$128.34	12/13/1999	Mileage, y2000 Calendar, Mtg. Exp.
			OPERATING FUND	PROFESSIONAL MEETINGS	\$6.25		
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$21.88		
			Total this claim		\$156.47		
18484	4015	KEM'S TRUSTWORTHY HARD	OPERATING FUND	LIBRARY SUPPLIES	\$5.39	12/13/1999	Drop Cloth-Prog. Supply; hardware
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$4.29		
			Total this claim		\$9.68		
18485	4016	KOLORTECH, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$228.30	12/13/1999	Long Life Fluorescent Lights-4'
			Total this claim		\$228.30		
18486	4017	L A THEATRE WORKS	OPERATING FUND	NONPRINTED MATERIALS	\$100.00	12/13/1999	Audio Cassettes
			OPERATING FUND	NONPRINTED MATERIALS	\$10.00		
			Total this claim		\$110.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18487	4018	LEGAL DIRECTORIES PUBLIS	OPERATING FUND	BOOKS	\$50.00	12/13/1999	1999 Legal Directory-Standing Order
			OPERATING FUND	BOOKS	\$6.50		
				Total this claim	\$56.50		
18488	4019	LEISURE ARTS	OPERATING FUND	BOOKS	\$24.96	12/13/1999	Spirit Of Christmas Series Cookbook
			OPERATING FUND	BOOKS	\$4.95		
				Total this claim	\$29.91		
18489	4020	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$57.66	12/13/1999	Mileage, Bookkeeping. Wrkshp Expens
			OPERATING FUND	PROFESSIONAL MEETINGS	\$26.55		
				Total this claim	\$84.21		
18490	4021	MARKEY'S AUDIO VISUAL, INC	RENSSELAER GIFT FU	OTHER OPERATING SUPPLIE	\$359.00	12/13/1999	Extra Lamp for LCD Projector
				Total this claim	\$359.00		
18491	4022	MONTGOMERY KONE, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$346.68	12/13/1999	Emergency Lighting/Phone Repair-DeM
				Total this claim	\$346.68		
18492	4023	ON CUE #6106	OPERATING FUND	NONPRINTED MATERIALS	\$23.98	12/13/1999	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$13.99		
				Total this claim	\$37.97		
18493	4024	PATTY STRINGFELLOW	OPERATING FUND	PROFESSIONAL MEETINGS	\$6.72	12/13/1999	Migration Mtg. Expenses
				Total this claim	\$6.72		
18494	4025	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$80.00	12/13/1999	Unload Cig. Urn; Reset Hot Water Heat Elec Cord Repairs
				Total this claim	\$80.00		
18495	4026	PLEASANT COMPANY PUBLIC	OPERATING FUND	NONPRINTED MATERIALS	\$119.88	12/13/1999	Audiobooks
			OPERATING FUND	NONPRINTED MATERIALS	\$9.59		
				Total this claim	\$129.47		
18496	4027	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$821.00	12/13/1999	Stamps: 2000 Self-Stick 33 cent, 300-2 50 cent; 50-\$1
				Total this claim	\$821.00		
18497	4028	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$3,200.99	12/13/1999	Power Outage repairs at DeM. 9/27/99
				Total this claim	\$3,200.99		
18498	4029	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$650.78	12/13/1999	Inkjet Cartridges, Contact, Tape, Const Cartridges
			OPERATING FUND	LIBRARY SUPPLIES	\$11.16		
			OPERATING FUND	BOOKS	\$191.76		
				Total this claim	\$853.70		

<i>Warra Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18499	4030	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$352.80	12/13/1999	AudioBooks
			OPERATING FUND	NONPRINTED MATERIALS	\$10.30		
				Total this claim	\$363.10		
18500	4031	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	12/13/1999	Better Homes & Garden Standing Orde
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$3.38		
				Total this claim	\$30.35		
18501	4032	R I D, Inc.	OPERATING FUND	POSTAGE	\$19.78	12/13/1999	UPS charges
				Total this claim	\$19.78		
18502	4033	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$943.33	12/13/1999	Courier Service b/w Branches, 10/29-1
				Total this claim	\$943.33		
18503	4034	SELECTVIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$84.80	12/13/1999	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$6.80		
				Total this claim	\$91.60		
18504	4035	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$202.74	12/13/1999	Mileage, Mtg. Expenses`
			OPERATING FUND	PROFESSIONAL MEETINGS	\$13.41		
				Total this claim	\$216.15		
18505	4036	SMITH TRUE VALUE FARM ST	OPERATING FUND	LIBRARY SUPPLIES	\$4.69	12/13/1999	Batteries
			OPERATING FUND	LIBRARY SUPPLIES	\$7.04		
			OPERATING FUND	LIBRARY SUPPLIES	\$2.34		
				Total this claim	\$14.07		
18506	4037	SPRINT	OPERATING FUND	TELEPHONE	\$498.43	12/13/1999	Local Phones-December 1999
			OPERATING FUND	NETWORKING	\$787.40		
				Total this claim	\$1,285.83		
18507	4038	LANDMARK AUDIOBOOKS	OPERATING FUND	NONPRINTED MATERIALS	\$20.00	12/13/1999	Replacement tapes
				Total this claim	\$20.00		
18508	4039	THE TIMES - EASTLAKE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$202.80	12/13/1999	DeM.Newspaper Subscr. 1/2/00-1/2/01
				Total this claim	\$202.80		
18509	4040	THERMOGAS COMPANY	OPERATING FUND	BUILDING & STRUCTURES	\$59.00	12/13/1999	Water Heater Element-DeM
				Total this claim	\$59.00		
18510	4041	THOMAS T. BEELER, PUBLISH	RENSSELAER GIFT FU BOOKS		\$35.49	12/13/1999	Lg. Print Books
				Total this claim	\$35.49		
18511	4042	TOM KROOSWYK PLMBG, HT	OPERATING FUND	BUILDING & STRUCTURES	\$254.99	12/13/1999	Thermostat-Wh. Lib.
				Total this claim	\$254.99		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18512	4043	TYSEN'S COUNTRY GROCER	OPERATING FUND	CLEANING & SANITATION SUP	\$105.52	12/13/1999	Cleaning Supplies, Program Expenses
			OPERATING FUND	LIBRARY SUPPLIES	\$9.43		
			HOST/HOSPITALITY F	LIBRARY SUPPLIES	\$23.89		
				Total this claim	\$138.84		
18513	4044	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$44.00	12/13/1999	Initial Placements-Oct 99
				Total this claim	\$44.00		
18514	4045	VIEWSONIC CORPORATION	OPERATING FUND	EQUIPMENT	\$60.00	12/13/1999	Returned Optquest Monitor (S/N 2d711 warranty- RMA #R133462-1
				Total this claim	\$60.00		
18515	4046	WAL-MART STORES, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$122.58	12/13/1999	Videos, CD's
			OPERATING FUND	NONPRINTED MATERIALS	\$112.62		
			WHEATFIELD GIFT FU	NONPRINTED MATERIALS	\$196.15		
				Total this claim	\$431.35		
18516	4047	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$70.00	12/13/1999	Mowing-Oct 99-DeM.Lib
				Total this claim	\$70.00		
0	4048	JASPER COUNTY PUBLIC LIB	RENS & DEM BOND A	TRANSFER TO BIRF	100,000.00	12/07/1999	CD #7152001149 matured
				Total this claim	\$100,000.00		
18527	4049	INDIANAPOLIS NEWSPAPERS,	OPERATING FUND	PERIODICALS & NEWSPAPER	\$187.20	12/07/1999	7-Day Subscription 1/2-12/31/00, Rens.
				Total this claim	\$187.20		
0	4050	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,861.43	12/13/1999	EFT- Federal & Fica Taxes Withheld 1 #84516370, Transferred 12/13/99
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,861.43		
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,387.72		
				Total this claim	\$6,110.58		
0	4051	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,610.57	12/20/1999	EFT-State & County tax Withheld from #23, Ref #17153
			CO TAX COLLECTED	SALARIES AND WAGES	\$451.95		
				Total this claim	\$2,062.52		
0	4052	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	12/23/1999	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$20,993.97		
			OPERATING FUND	WAGES OF JANITORS	\$1,480.78		
				Total this claim	\$24,333.75		
18517	4053	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$1,852.56	12/23/1999	Health Premium-12 Employees
			#125 PLAN	SALARIES AND WAGES	\$1,308.48		
				Total this claim	\$3,161.04		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18518	4054	ANTHEM LIFE	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$83.70	12/23/1999	January Premium 2000-18 lives
				Total this claim	\$83.70		
18519	4055	CITY OF RENSSELAER	OPERATING FUND	GAS	\$627.88	12/23/1999	Rensselaer Utilities-11/8/99 to 12/8/99
			OPERATING FUND	ELECTRICITY	\$1,004.92		
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$81.30		
				Total this claim	\$1,764.25		
18520	4056	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,152.78	12/23/1999	Withheld from Payroll 12/23/99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow,Weed, Woods,Maxwell,Beedle
				Total this claim	\$1,152.78		
18521	4057	NIPSCO	OPERATING FUND	GAS	\$188.05	12/23/1999	Utilities-Wheatfield-11/10/99 to 12/10/9
			OPERATING FUND	ELECTRICITY	\$513.18		
				Total this claim	\$701.23		
18522	4058	SPRINT	OPERATING FUND	TELEPHONE	\$163.67	12/23/1999	Wheatfield Local Telephone Dec '99
				Total this claim	\$163.67		
18523	4059	JASPER COUNTY PUBLIC LIB	OPERATING FUND	TRANSFER TO LIRF	\$20,000.00	12/21/1999	LIRF Transfer per Board Mtg. Approval
				Total this claim	\$20,000.00		
18524	4060	BAR CODE DISCOUNT WARE	OPERATING FUND	FURNITURE & EQUIPMENT	\$794.47	12/27/1999	Scanner, PC Cables, Wand
				Total this claim	\$794.47		
18525	4061	BIERMA HARDWARE, INC.	OPERATING FUND	CLEANING & SANITATION SUP	\$37.77	12/27/1999	Spray Nine Cleaner Solution
				Total this claim	\$37.77		
18526	4062	CDW GOVERNMENT, INC	OPERATING FUND	FURNITURE & EQUIPMENT	\$821.19	12/27/1999	Surge Suppressors, Travan Tapes, Sp
				Total this claim	\$821.19		
18528	4063	CONSOLIDATED INSURANCE	OPERATING FUND	OFFICIAL BONDS	\$100.00	12/27/1999	Asst. Treasurer Bond, A-M Egan - y200
				Total this claim	\$100.00		
18529	4064	DELL MARKETING L.P.	OPERATING FUND	FURNITURE & EQUIPMENT	\$1,979.00	12/27/1999	Dell Pentium III (Tech. Services Lib.)
				Total this claim	\$1,979.00		
18530	4065	FASE'S WATER TREATMENT	OPERATING FUND	BUILDING MATERIALS & SUPP	\$78.75	12/27/1999	Redout
				Total this claim	\$78.75		
18531	4066	GA FOODS GROUP	OPERATING FUND	LIBRARY SUPPLIES	\$10.04	12/27/1999	Festival of Music Program supplies-Re
				Total this claim	\$10.04		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18532	4067	HERITAGE QUEST	OPERATING FUND	NONPRINTED MATERIALS	\$482.35	12/27/1999	Genealogy CD-Roms
			OPERATING FUND	NONPRINTED MATERIALS	\$17.50		
				Total this claim	\$499.85		
18533	4069	INDIANA HISTORICAL SOCIET	ORAL HISTORY GRAN	BOOKS	\$71.11	12/27/1999	Books on Indiana History
			OPERATING FUND	BOOKS	\$3.79		
				Total this claim	\$74.90		
18534	4070	KEM'S TRUSTWORTHY HARD	OPERATING FUND	BUILDING MATERIALS & SUPP	\$5.98	12/27/1999	Bathroom Stool repair parts-Rens
				Total this claim	\$5.98		
18535	4071	KOEN BOOK DISTRIBUTORS, I	OPERATING FUND	BOOKS	\$17.90	12/27/1999	Books
			OPERATING FUND	BOOKS	\$67.80		
			OPERATING FUND	BOOKS	\$2.57		
				Total this claim	\$88.27		
18536	4072	LAWN CARE CONSULTANTS	OPERATING FUND	BUILDING & STRUCTURES	\$295.00	12/27/1999	Lawn Care-Mowing, Fall Cleanup
				Total this claim	\$295.00		
18537	4073	LYNN DAUGHERTY	OPERATING FUND	PROFESSIONAL MEETINGS	\$38.00	12/27/1999	Bollingbrook Migration trip expenses
				Total this claim	\$38.00		
18538	4074	NIPSCO	OPERATING FUND	GAS	\$1,000.28	12/27/1999	Utilities-DeM. Lib., 11/16-12/17/99
			OPERATING FUND	ELECTRICITY	\$1,680.01		
				Total this claim	\$2,680.29		
18539	4075	OOMS DISPOSAL SERVICE IN	OPERATING FUND	WASTE DISPOSAL SERVICES	\$54.00	12/27/1999	Trash Service-Dem. Lib. 1/1-3/31/00
				Total this claim	\$54.00		
18540	4076	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$45.98	12/27/1999	Tape, Corr. Ribbons
				Total this claim	\$45.98		
18541	4077	SECRETARY OF STATE	OPERATING FUND	OFFICIAL BONDS	\$5.00	12/27/1999	Notary Bond for D. Opolski @ Wh.Lib
				Total this claim	\$5.00		
18542	4078	SIMPLEX TIME RECORDER C	OPERATING FUND	MAINTENANCE CONTRACTS	\$2,631.50	12/27/1999	D,R,Wh. Annual Mtnc, 1/1-12/31/00
				Total this claim	\$2,631.50		
18543	4079	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$956.48	12/27/1999	November Initial & Secondary Placeme
				Total this claim	\$956.48		
18544	4080	TYSEN'S COUNTRY GROCER	OPERATING FUND	LIBRARY SUPPLIES	\$10.18	12/27/1999	Children's Program-Dem. Lib
				Total this claim	\$10.18		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18545	4081	WAL-MART STORES, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$13.61	12/27/1999	Batteries, Flashlight, Festival of Music P
			OPERATING FUND	LIBRARY SUPPLIES	\$22.79		
				Total this claim	\$36.40		
18546	4082	WORLD BOOK SCHOOL AND L	OPERATING FUND	BOOKS	\$749.00	12/27/1999	WB Encyclopedia-2000
				Total this claim	\$749.00		
0	4083	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,819.99	12/27/1999	EFT-Federal & FICA Tax Withheld 23
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,819.99		#85776796, transferred 12/27/99
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,344.60		
				Total this claim	\$5,984.58		
18548	4084	JASPER COUNTY PUBLIC LIB	OPERATING FUND	PURCHASE OF INVESTMENTS	\$76,000.00	12/28/1999	Purchase 10 DAY CD
			RENS & DEM BOND A	PURCHASE OF INVESTMENTS	\$67,000.00		
				Total this claim	\$143,000.00		

Total Amount of Claims \$747,885.56

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, December 22, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 11 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$747,885.56

Date this 27th day of December, 1999.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 01/01/1999.

1999 Budget Encumbrances

The following amount is being encumbered from the 1999 budget appropriation by resolution of the Library Board of Trustees, as approved at the December 27, 1999 Board Meeting.

<u>Appropriation</u>	<u>Purchase Order</u>	<u>Vendor</u>	<u>Amount</u>
4.4	4577	CDW-Government	\$119.00

December 27, 1999

Whereas, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for various functions of the Jasper County Public Library,

Now, therefore, be it resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana, for the expenses of the Public Library the following funds herein named for the purposes herein specified be increased, subject to the laws governing the same.

Whereas, it has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes for which appropriated, it is further resolved that the following existing appropriations be reduced in the following amounts:

LIBRARY OPERATING FUND

	Added Amount Appropriated		Amount Reduced
1.22 Unemployment Compensation	\$ 596.64	1.23 Employer's Contribution-Perf	\$ 596.64
2.13 Other Office Supplies	\$ 482.90		
2.23 Other Operating Supplies	\$ 253.95	2.41 Library Supplies	\$ 736.85
3.23 Traveling Expense	\$ 708.62	3.62 ^{3.26} Networking	\$ 9,646.72
3.31 Advertising & Public Notices	\$ 688.79		
3.32 Other Printing	\$ 147.82		
3.61 Building & Structures	\$ 7,498.06		
3.95 Service Contracts	\$ 603.43		
 TOTAL	 \$10,980.21		 \$10,980.21

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AGENDA

**Jasper County Public Library Board of Trustees Monthly Meeting
Monday, December 13, 1999, 7:00 PM
Rensselaer Library**

Purpose

Opening of meeting

Moment of silence

Approval of Consent Agenda & Consent Agenda Items

Action

- A. Minutes of meeting (R 1 - R 2)
- B. Bills/Financial Reports (F)
- C. Salary Ordinance update (R 7)

General Business

- A. Election of officers (R 17)
- B. Appointment of Assistant Treasurer (R 17)
- C. Rensselaer air conditioning repairs (R9-17)
- D. December 27 board meeting (R 17)
- E. PLA (R 17)

Action
Action
Action
Action
Action

Director's Report (R 17-R 20)

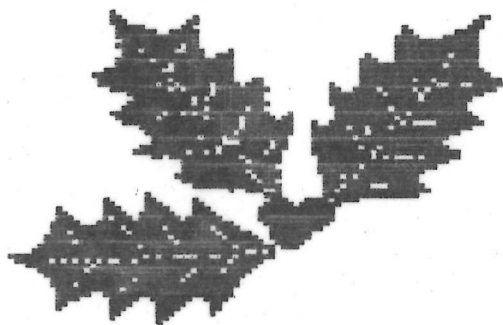
Discussion

Items for future Agendas

Public Forum

Adjournment

Library Board



Christmas Dinner

**at Devon's Restaurant, in College Square Mall,
south end**

5:30 PM

Monday, December 13

Board Meeting follows

7:00 PM or when we return from dinner

Minutes November 8, 1999
Meeting of the Jasper County Public Library Board 7:00 PM
Rensselaer Library

Present: Roger Walstra, Mark Heinig, Sue Deardorff, Joan Floyd, Anne-Marie Egan, Mari Anne Sayler, Lynn Daugherty. Absent: Jim Staton.

Agenda & Consent Agenda: J. Floyd moved, seconded by A-M Egan, to approve the Agenda and Consent Agenda items including the October Minutes, and Bills/Financial Reports. Motion passed unanimously.

2000 Slate of Officers: Nominating Committee presented next year's officer recommendations as follows: President - Roger Walstra, Vice-President - Jim Staton, Secretary - Sue Deardorff, Treasurer - Mark Heinig. Elections shall be held at the December meeting.

Indemnification Resolution: Our Director's and Officer's Liability Insurance Policy already protects the staff, board members, and volunteers from suits arising from their performance on behalf of the library. The board moved to add to the official record the adoption of the resolution covering Indemnification of staff, board and volunteers on a motion by M. Heinig, seconded by S. Deardorff. All were in favor.

Board Policies: A-M Egan moved, seconded by S. Deardorff, to accept the Microfilm/Microfiche Reader/Printer Policy & Indemnification Policy as presented. The Materials Selection Policy was approved with the changes noted on a motion by A-M Egan, seconded by M. Heinig. Both motions passed.

HVAC System: Rensselaer Library is experiencing A.C. problems with the unit shutting down on oil pressure caused by the inability of the unloaders to return oil to the unit when required. Replacement of the valve plates on the first stage compressor are needed at a cost of \$1495 to make the system functional, and the addition of an expansion valve which would considerably improve performance for \$5800. Precision Control has presented two other alternatives to consider for the Rensselaer and DeMotte libraries. Replacing the present unit and install the two-circuit type which was in original specifications: at Rens. \$39,400 and at DeMotte \$43,500; or utilizing a "chiller" unit system that works most effectively with the DX VAV's we have costing \$82,500 at Rensselaer and \$87,500 at DeMotte Library. The director will check to see what changes might occur in utilities, if heating system will be impacted, and if present A.C is salvageable. Board deferred any decisions until receipt of this information at the December meeting.

Financial Investment: In light of possible Y2K problems, the board provided guidance to the director and business manager to cancel the 'sweep option' on our Repurchase Agreement Account and put the excess funds over \$100,000 into a 7-day or more CD at the end of December thus providing the safest avenue during the turn of the century.

PLA Convention: The consensus of the board was to make flight arrangements direct to Charlotte, NC for board and staff attending the convention. Interested board members will need to RSVP as soon as possible.

Damaged Books: A substantial number of books and materials were destroyed in a fire at the home of an uninsured Wheatfield patron. The board moved to waive the cost of replacing books without any publicity on a motion by J. Floyd, seconded by S. Deardorff. The Wheatfield Friends Group will be asked if they would cover the cost of replacement of some or all of the books for the library.

Long Range Plan: The board adopted the Long-Range Plan for 2000-2004 as presented on a motion by A-M Egan, seconded by J. Floyd. Motion carried.

Technology Grants: JCPL is eligible for two of the three grants available from the Indiana State Library. The Individual Grant is for \$5000, with which we could apply for funds for digitization; however, we do not have sufficient staff time to devote to this at present. The Innovative Grant for \$25,000 brings together several community organizations as a consortium to offer computer training to our residents. The board gave their approval for the director to apply for the Innovative Grant and authorized the President of the Board to sign the application, once completed, on a motion by A-M Egan, seconded by M. Heinig. Motion passed.

Group Health Insurance: Increases in next year's premium are 7.72% without any changes to the policy benefits. A-M Egan moved that the library absorb the added cost of the health insurance premium and not ask the employees to carry the burden of increase. Second by S. Deardorff. Motion was unanimous.

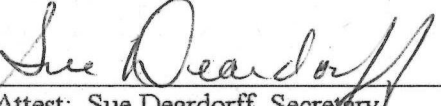
Christmas Party: The board will meet at 5:30 PM for dinner at Devon's in Rensselaer on December 13th. The Board Meeting will follow at 7:00 PM at the Rensselaer Library.

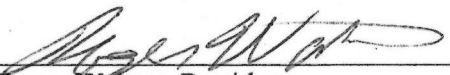
Basket for Bucks: For the past two years ILF has held a silent auction as a fund-raiser for their scholarship fund. We would welcome any ideas you might have for a basket we could donate.

Build Indiana: Funds are available for this grant. The Wheatfield Library Project could be a qualifying event. The director will speak with our legislators for more information.

Fax & Copier Policy Changes: According to State Board of Accounts, legislation has been passed recently that has impacted the copier and fax fees the library charges for patrons and staff alike. Further analysis and proposed changes will be forthcoming for board approval.

With no additional business to discuss, the meeting adjourned at 8:51 PM on a motion by A-M Egan, seconded by J. Floyd.


Attest: Sue Deardorff, Secretary


Roger Walstra, President

November 1999

END OF MONTH:	DEMOTTE	RENSSELAER	WHEATFIELD
Total Materials Owned	45,497	56,422	26,072
Total Tiles Owned	40,046	51,674	25,041
Daily Average Circulation	338	387	154
Percent Increase/Decrease	2.5%	10.0%	9.5%

MONTHLY SYSTEM STATISTICS	1998	1999	% change
Circulation	20,535	21,960	6.9%
Jan. to date circulation	254,307	258,257	1.6%

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DEMOTTE COLLECTION

RENSSELAER COLLECTION

WHEATFIELD COLLECTION

Start of Month		End of Month		Start of Month		End of Month		Start of Month		End of Month		
Volumes	Titles	Volumes	Titles	Volumes	Titles	Volumes	Titles	Volumes	Titles	Volumes	Titles	
												ADULT BOOKS
12,229	11,174	12,369	11,280	13,558	12,967	13,604	13,004	7,964	8,127	8,061	8,194	Fiction
15,197	12,407	15,296	12,480	19,731	17,506	19,725	17,530	6,641	5,680	6,696	5,722	Nonfiction
												CHILDREN'S BKS
9,372	8,514	9,430	8,552	11,237	10,622	11,313	10,687	5,987	5,948	6,010	5,959	Fiction
5,877	5,436	5,913	5,464	7,406	7,009	7,427	7,028	3,087	3,172	3,098	3,182	Nonfiction
												Magazines,Adult
												Magazines,Child
2	2	2	2	365	152	365	152	3	3	3	3	Graphic Mat'l
0	0	0	0	0	0	0	0			0	0	Microforms
1,164	1,032	1,164	1,032	2,237	1,687	2,237	1,687	1,287	1,179	1,287	1,179	Sound Rec/Adult
207	203	222	218	219	174	244	174	-5	14	2	21	Sound Rec/Child
23	18	32	26	48	43	58	53	19	21	27	28	CD ROM software
4	2	4	2	47	24	47	24	110	55	110	55	Software
												Vertical files
1,048	981	1,064	989	1,387	1,320	1,401	1,334	777	697	778	698	VHS
1	1	1	1	1	1	1	1	0	0	0	0	Equipment
45,124	39,770	45,497	40,046	56,236	51,505	56,422	51,674	25,870	24,896	26,072	25,041	TOTAL

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

November 1999

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs		Hrs		Hrs			
INTRALIBRARY LOANS FILLED	143	31	85	18	167	36	395	86
LOCAL HISTORY								
In person	12	3	14	4	0	0	26	7
Letters written	1	1	5	5	0	0	6	6
IN-HOUSE USE - HARDWARE/SOFTWARE								
Computer software used	25	2	66	6	30	3	121	10
VCR Use	2	0	2	0	0	0	4	1
Microforms	0	0	59	8	0	0	59	8
CD ROM software used	31	3	112	9	0	0	143	12
Public use of FAX service	20	3	22	4	22	4	64	11
Typewriter use	2	0	0	0	0	0	2	0
Other equipment used	0	0	0	0	0	0	0	0
Dial-in OPAC access							5	
Tax Forms distributed		0		0		0	0	0
OTHER LIBRARY SERVICES USED								
Walking book visits	1	1	6	4	0	0	7	5
Notarized documents	1	0	1	0	0	0	2	1
Meeting Room Use (number of groups)	54	18	25	8	28	9	107	36
Study room use	21	2	4	0	0	0	25	2
INTERLIBRARY LOANS								
Requests made for:	50	13	69	17	14	4	133	33
Items rec'd for:	41	21	50	25	17	9	108	54
Items requested by other libraries	1		0		0		1	
Items supplied to other libraries	1	1	0	0	0	0	1	1
PROGRAMS								
Programs for all ages	2	12		0		0	2	12
Children's Programs (0-13)	24	144	6	36	8	48	38	228
Number attending	505		93		109		707	
YA Programs (14-17)	0	0		0		0	0	0
Number attending	17						17	
Adult Programs	2	12	10	60	3	18	15	90
Number attending	69		35		43		147	
Senior Citizen Programs	1	6	4	24		0	5	30
Number attending	35		21				56	

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
TOTAL NO. OF PROGRAMS	29	174	20	120	11	66	60	360
TOTAL PERSONS ATTENDING	626		149		152		927	
TOTAL ATTENDING same month last yr.	656		143		65		864	
TOTAL STAFF HOURS SPENT		272		229		130		631
HOURS SPENT same month last yr.		263		233		105		601

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult Male (0)	798	10.1%	1237	13.2%	582	15.6%	2617	12.5%
Adult Female (1)	4826	61.1%	4881	52.2%	2125	56.8%	11832	56.4%
Juvenile 0-11 (2)	1181	15.0%	1535	16.4%	500	13.4%	3216	15.3%
YA 12-17 (3)	245	3.1%	542	5.8%	141	3.8%	928	4.4%
Nonresident No Fee (4)	55	0.7%	187	2.0%	58	1.6%	300	1.4%
Board/Staff (5)	376	4.8%	457	4.9%	225	6.0%	1058	5.0%
School (6)	68	0.9%	47	0.5%	17	0.5%	132	0.6%
St. Joseph College (7)	0	0.0%	68	0.7%	0	0.0%	68	0.3%
State Library Card (8)	4	0.1%	0	0.0%	0	0.0%	4	0.0%
Nonresident Fee (9)	7	0.1%	21	0.2%	0	0.0%	28	0.1%
Corporate (10)	0	0.0%	165	1.8%	81	2.2%	246	1.2%
Reciprocal (11)	339	4.3%	213	2.3%	11	0.3%	563	2.7%
Total	7899		9353		3740		20992	
Total items borrowed	473	6.0%	536	5.7%	86	2.3%	1095	5.2%

REGISTRATIONS

Borrowers--Start of month:	7166	7327	2918	10245
Borrowers--End of month:	7227	7374	2937	17538
Non-resident, paying	3	10	0	13
PLAC card users	1	2	0	3
Reciprocal borrowers	188	122	8	318

CIRCULATION BY ITEM FINE CODE
November 1999

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
000 (0)	36	30	27	93
100 (1)	66	55	28	149
200 (2)	54	45	28	127
300 (3)	245	184	114	543
400 (4)	10	9	8	27
500 (5)	49	47	28	124
600 (6)	427	373	202	1002
700 (7)	199	170	70	439
800 (8)	56	33	35	124
900 (9)	156	137	45	338
B (10)	75	157	44	276
j000 (11)	13	9	4	26
j100 (12)	12	8	8	28
j200 (13)	14	10	2	26
j300 (14)	53	90	29	172
j400 (15)	7	13	0	20
j500 (16)	135	200	105	440
j600 (17)	88	101	23	212
j700 (18)	121	102	41	264
j800 (19)	44	26	20	90
j900 (20)	88	128	40	256
jB (21)	62	58	38	158
FIC (22)	1355	1529	549	3433
yaFIC (23)	44	72	21	137
LARGE PRINT (24)	107	59	10	176
jFIC (25)	245	430	114	789
jE (26)	1518	1595	545	3658
jER (27)	454	266	187	907
Magazines (28)	533	295	296	1124
Games/Toys (29)	0	21	0	21
Filmstrips (30)	0	0	0	0
Microforms (31)	0	0	0	0
Cassettes (32)	0	6	0	6
jCassettes (33)	48	62	20	130
Compact Discs (34)	160	266	163	589
jCompact Discs (35)	6	2	8	16
Sound Recordings (36)	112	240	84	436
jSound Recordings (37)	10	23	7	40
CD ROM Software (38)	70	106	52	228
Vertical File (39)	93	20	22	135
Equipment (40)	0	2	0	2
yapFIC (41)	131	156	18	305
jpFIC (42)	215	282	56	553
Reference (43)	42	54	17	113
Genealogy (44)	0	0	0	0
jMagazines (45)	74	44	12	130
VHS (46)	619	1358	522	2499
Computer software (47)	0	0	0	0
Internet usage (49)	177	547	121	845
Online databases				5
Free reads	418	240	87	745
Puzzles				0

Talking books
Assignment shelf books
TOTAL

	4		4
8441	9664	3850	21960

Salary Ordinance 1999
Revised 12/99

Name	Classification	Present Hrly Wage	Hrs. Worked	Library	Start Date
Fagen, Charlotte	Specialist 2	\$12.66	40	D	9/1/83

Charlotte has taken on additional duties as DeMotte branch manager since the end of August when Leanne York left our employ. According to board decision (12/14/98), after performing the duties of a person at a higher level of employment for three months, an employee is eligible for additional pay until the position for which she is substituting is filled. We are paying her \$1.00 per hour additional salary. Retroactive pay of \$520 for the past 3 months is included in her December 10 paycheck.

Rob W.
Mike H. III
Sue Deandorff

Joan A. Floyd
Quinn-Marie Egan

At the board meeting, you asked me to get answers to some questions about the Precision Controls recommendations on remedies for our air conditioning problems. You also referred to the brief synopsis I had done for you last year on our heating/air conditioning problems. What I gave Mari Anne was not the "brief summary". I found it later and am sending it to all of you, in updated form, to help you get a mental picture of all problems.

Following the synopsis, I have given you answers to the questions you asked me. If you need more information, please let me know. If you would like Bob Jackson to attend the next board meeting, let me know. He has offered to be there if you feel it would help.

Thanks,
Lynn

Heating and Air Conditioning Problems at DeMotte and Rensselaer Libraries

1993-1999: Brief (as possible) Synopsis

Background: We have a forced air heating system. Water is heated in the boiler, then runs through a closed loop system of insulated pipes above the library's ceiling and insulation. **VAV (Variable Air Volume) Boxes** are located above the ceiling throughout the library, connected to the ductwork carrying outside air to rooms within the building. These boxes have **dampers**, controlled by **actuators**. Coils holding heated water extend from the water pipes through each VAV box, thus heating the air that flows through the box. The actuator opens and closes the dampers to allow air into rooms. Temperature sensors (like thermostats) located on the walls in all areas tell the actuator when to open or close the dampers to bring in the proper temperature air to a particular room.

Problems:

VAV dampers: The set screws in many of these came loose after a year or so of operation and would no longer allow the opening or closing of dampers. Thus we called for repair many times when a room or area was exceptionally warm or exceptionally cold. During the first year that Precision had a contract for preventive maintenance, they had a technician check each VAV box to make sure screws were tightened. This took about 1 ½ days. They evidently felt it was too costly, because they never did it again, although I requested it each year. (Some of our VAV boxes are located high up in the unheated area above the ceiling, especially at DeMotte. It is a lot of work to get to those boxes.)

Precision said they could check dampers adequately by modem. By modem they can open or close dampers--if the set screws are not loose. Our Circle Design engineer (Circle Design designed our heating/air/ventilating control system (HVAC system) told me, however, that this was not completely true. My feeling is that it is better to have every box checked at least every other year, than to pay repair people to come to fix a problem after it occurs.

However, I'm not sure this problem has occurred again.

Actuators: We have paid for numerous actuators to be replaced, or valves on actuators to be repacked when they begin leaking (total of \$17,947). It was finally determined in 1996 that the first batch of VAV actuators were defective. The manufacturer, Siebe, agreed to provide replacements for all remaining ones free of charge and Precision Controls agreed to provide free labor for that purpose. An extended 2 year warranty was to be provided with a separate warranty for the larger actuators (I do not have warranties in hand.) (Actuators also control other equipment in the libraries, particularly in the boiler room.) After replacement, another problem was found with the actuator valves. That problem was resolved in both libraries by the end of 1997. At that time, it appeared that room temperatures were generally being maintained as set.

(Spent for damper/actuator/valve repairs since 1992: \$17,947)

HVAC system in general: A direct VAV system, which we have, is a touchy system. Everything has to be just right for it to work right. There is no margin for error. A number of costly changes have been made in the last few years to fine tune the systems so they work more reliably.

Air conditioning: In the summer of 1995, the main air conditioning compressor at Rensselaer had to be replaced 4 times by Rohan Trane. They thought they found the problem the last time they replaced the compressor. Precision did some investigation (7/97) when the compressor again began experiencing problems and did some major repiping, etc.

In 1998, the compressor at DeMotte had to be replaced twice.

In October 1998, DeMotte's compressors began shutting down "on oil safety". In cooler weather, the system is "unable to obtain enough unloading for this light load condition". In early 1999, the expansion valves to the air handler were replaced with pressure limiting valves and the "suction line" was repiped. Hot gas bypass piping and control was added. This year, DeMotte has had no problems with air conditioning.

In June 1999, Rensselaer's second compressor malfunctioned and had to be replaced.

The "oil safety" problem, which caused the major repairs at the beginning of the year at DeMotte, occurred at Rensselaer in October/November 1999. The first two options noted in the Precision Control letter of 11/8/99 would correct the problem in a manner similar to what was done at DeMotte.

The condensing units installed at the two libraries are not the ones required by the design engineers in the original specifications. At some time after the HVAC contract was awarded to Circle "R", the contractor evidently received authorization from Circle Design to substitute the single stage units for the dual stage units spec'd. Both Precision Controls and Rohan Trane have, at various times, expressed regret that the original specifications were not met, saying that we would have a much more reliable system with a dual stage

system. The Precision quote for \$39,400 @ and \$43,500 (D) (letter of 11/8/99) would remove the single stage units and replace them with the dual stage units.

Spent for A/C problems since 1992, \$42,680 @, \$27,874 (D).

Heating

Insulation: We had to add insulation at DeMotte (mostly) above ceiling lighting fixtures, in some exterior and interior walls, etc. to eliminate cold spots in the building and to allow the heating system to maintain adequate temperatures. We had to lower domestic water pipes (water to bathrooms, faucets, etc. as opposed to heating water in the closed loop system) at DeMotte so that they were just above the ceiling and beneath the blanket of insulation. Originally they were uninsulated and several feet above the building insulation.

We still question the adequacy of insulation. At DeMotte, when looking out into the attic space above the insulation, you can see light from below through numerous cracks in insulation. Insulation is laid in pads the size of the ceiling tiles, rather than in continuous batts. This is to make it possible to lift ceiling tiles (and insulation) to access the pipework above them for repair purposes.

The question of adequate insulation was raised again last winter when we had the heavy snows and the ice at the edges of the roof above the gutters dammed up. As the ice underneath warmed from heat coming through the roof, it leaked into the building. However, we are told that the 1999 snow was unique and many buildings had similar problems. This may not have been caused by poor insulation.

Remaining problems:

- ◆ The heating system still seems unable to keep the DeMotte Library warm when the temperature drops below zero. The system was designed to maintain temperatures to 10 degrees below zero. Below that, temperatures might be expected to fall a slight bit, but not to the degree that they do fall. DeMotte was closed for low temperatures 2 days in 1994 and again in 95-96; never since, although staff have worked in temperatures as low as 58 degrees for portions of a day and they use space heaters in the workroom to maintain some degree of comfort.
- ◆ As I review the diagnostic work that was done by the various players (see below) in late 1996, I have serious questions concerning whether Circle R did the thorough testing they were asked by Circle Design to do. I do not think Circle Design ever received new balancing charts/figures for heating and cooling systems from Circle R as they requested. We, certainly, did not receive these.

There was a question of whether the right size coils were used. I never heard a response from Circle Design concerning whether Circle R used correct coil sizes. (He said (12/11/96) that he still needed to cross check figures.)

At this point, attention moved to three other areas as "the problem":

1. We realized we should have been treating the heating water. Nothing in the maintenance manuals sent by Circle R or instructions they gave ever told us we needed to do this (and they never did it during their preventive maintenance.) This then became the "cause" of all problems.
 2. It was determined that the actuators were defective. This then became the other "cause" of all problems.
 3. Once we had water treated, another problem cropped up (5/97). Some leaking valve stems on actuators showed grooves. They attributed this to the treated water which, they thought, caused iron particles or other crud to come loose from the insides of pipes and cause the scoring. We installed filter systems on the heating water at the 2 libraries.
- ♦ There was one other problem, at Rensselaer in early 99, that was not resolved. On a couple occasions both the outside air and return air dampers close, cutting off necessary air flow to the boiler. I can't begin to explain the problem and Precision was not sure what it was either. We will have to see if it appears again this heating season.

Spent for heating problems since 1992: \$6,993 @, \$7,362 (D)

The Players:

Kim Rothenberger, Ratio Architects: Our architect for both libraries.

Circle Design Group: The engineers who designed the HVAC, plumbing and electrical systems. The engineers who designed the system at DeMotte left the firm soon thereafter. A different group designed Rensselaer about 6 months later than DeMotte. We deal with Marv Trietsch, a principal at Circle Design.

Circle "R" Mechanical: The mechanical contractors who installed the plumbing and HVAC systems. A good service department, I think, but management is unpleasant to deal with. Their stock response is "it's someone else's fault". They did our preventive maintenance 1993-1995. When we began to have problems and they began to blame other people, we decided we no longer wanted them doing the repair work.

Rohan Trane: Preventive maintenance contract 1995/1996. They led us through the summer when we had to replace the air conditioning compressors at Rensselaer 4 times.

Precision Control Systems: The subcontractor (to Circle "R" Mechanical) who installed all electronic controls for the HVAC system, including the Siebe actuators and the electronic control box to which they can connect by modem to change temperatures in areas, check water and air temperatures in the library, and make some modifications.

When problems arose, we got criticism from Circle R (and even Circle Design and our architect) about having "so many different people working on the system and making changes". Precision Control indicated that they had personnel who could handle all HVAC preventive maintenance work and repairs. They had been involved in repair work in conjunction with Circle R anyway. We decided it would be wise to leave the "extra player (Rohan Trane)" out of the picture to simplify matters. From June 1996 Precision Controls has been the only player in our repair/preventive maintenance work.

Bob Jackson is Precision's Service Manager. Dick Frame is the mechanic whom Precision has assigned to our libraries.

Questions

Effect of changes on utility bills:

Chiller--bills might increase a little in the hottest parts of the summer, since we would be running a water pump.

Dual circuit condensing units--bills would probably decrease a little, since the second stage unit would be off more than it is now.

Resale value of present units:

There would probably be some resale value. Bob knows of a company which buys used equipment, reconditions it and leases it.

Can we get along until spring without doing anything? Can we get outside air right now while the air conditioner is not working, and can we heat the building when the air conditioner is not working:

Yes. Furthermore, Dick was able to rewire the system so that the second stage compressor (which is less powerful than the first) can bypass the malfunctioning first stage and give us enough cooling for these moderate temperature days. We are comfortable.

Other comments:

The prices on everything but the chiller option are firm. Bob did not have time to fully research the cost of the chiller. The estimated cost is probably on the high side, but not that far off.

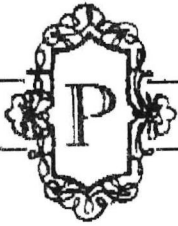
With a dual circuit condensing unit, we will see fewer maintenance problems. They will have to do some repiping and remove a number of the changes they made to boost the performance of the single circuit condensing unit. They will still install the pressure limiting expansion valves mentioned in the quote for the basic repair work (first page of letter). The cost of the valves is included in the cost of the total project.

R14

The chiller is much more expensive to install because more equipment is involved; it is more complicated. It involves installing a water pump and using air to cool water. We will always have some problems when operating with a DX VAV, but we will have a few less service calls with a chiller because water is easier to manage than air.

If we decide to switch to the dual circuit condensing unit or the chiller, they will order at the beginning of the year. The equipment will take 6 - 8 weeks to come in. The repair work will take more than one person two weeks to complete, a little longer with the chiller. As long as we do it before we need to cool the building, we will not have down time. The exception is that with the chiller we will be without heat or A/C for about 2 days. So the timing of the repairs would have to be coordinated with the weather.

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PRECISION

Control Systems, Inc.

405 East Ridge Road • Griffith, Indiana 46319
(219) 838-1177 • (708) 862-1177 • Fax (219) 838-6717

November 8, 1999

Jasper County Library
200 West Susan Street
Rensselaer, Indiana 47978-2447

Attention: Lynn Daugherty
Reference: HVAC – Rensselaer and DeMotte

Dear Lynn:

This correspondence covers problems that have been addressed at the two libraries and problems that still exist that need attention. We have repiped the refrigeration lines at both facilities and have had better service from the equipment by doing so. Lately, the unit located at the Rensselaer facility has been shutting down on oil safety. This has been happening now that we are in the cooler weather, which indicates that during this time of year we are unable to obtain enough unloading for this light load condition.

With the unit running under these conditions, there is a problem with the first stage compressor not pumping to full capacity. This is caused because the valve plates on this compressor need to be replaced. By replacing the plates we would obtain the proper pumping capacity from the compressor, however, we feel if we do not make further corrective actions these valves can go out again.

Our price to replace these valve plates in the first stage compressor is\$1,495.00

When we repiped the DeMotte Library, a pressure limiting expansion valve was used and we made a configuration change on the cooling coils in the air handler. This change was so the top and bottom cooling coils would be connected so first stage would feed a top and bottom coil and on a call for second stage the second top coil and bottom coil would then add to this coil. With the new valves and this pipe change we have not experienced any problems with the DeMotte Library during this fall season. We strongly feel that if we were to perform these changes at the Rensselaer Library we would make an immense improvement.

Our price for this change would be\$5,800.00

Some of the continued problems we have been experiencing at the Libraries are due to the type of condensing units that were installed. Although Carrier equipment is one of the best cooling manufacturers available, the model of the Carrier equipment you are using is not as well matched for a DX VAV system utilized at your facilities. When we reviewed the original prints and specifications, we noted that the equipment was designated to be Trane dual circuit condensing units. The Carrier units you now have are of the single circuit type. The dual circuit units would

Engineers • Contractors
Offices Throughout Indiana

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give much better operation and control the oil return to the compressors. We feel that it would be beneficial for you to consider replacing the condensing units at these two buildings. If this should be accomplished, we would have to replace the refrigerant piping due to the dual circuit units would require additional liquid and suction lines of a different size than is in use now.

Our price to replace the unit a Rensselaer would be\$39,400.00

This would also be a plus if you should elect to replace the condensing unit at the DeMotte Library. The work would have a different scope at this facility due to the distance and location of the air handler in respect to the condensing unit.

If you should elect to replace this unit the price would be\$43,500.00

Your two libraries are utilizing is considered as DX VAV, which is direct-expansion air conditioning with variable air volume air distribution air supply. This problem with this type of system is when DX is utilized the amount of air moving across the cooling coil is very important for the proper operation of the condensing unit. As the VAV boxes shut to their lowest air flow the DX unit cannot unload to this level, consequently, the condensing unit has too many problems because it is operating under poor conditions. If you should decide to replace these units with the dual circuit units, these problems would not be eliminated, but would be greatly improved.

Through my years of experience, I have found that DX VAV systems have taken a lot of maintenance and have developed more problems than if the VAV system is utilizing chilled water for the cooling. The industry has had very good results when the buildings have been designed with chilled water systems rather than DX systems when the VAV boxes are used. If you should want to consider switching the two buildings to chilled water it would require:

1. Replacing the DX condensing units with chillers.
2. Removing the DX coils from the air handlers.
3. Installing chilled water coils in their vacated spots.
4. Replacing the refrigeration piping with water piping.
5. Adding water pump(s).
6. Adding an expansion tank and piping.
7. Recontrolling to the new mode of operation.

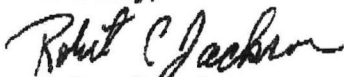
We are prepared to give a budget figure for this. This dollar amount is for comparison only and if it needs to become a reality after the engineering is completed a firm price could be furnished.

Our budget figure for Rensselaer is\$82,500.00

Our budget figure for DeMotte is\$87,500.00

I hope this information is of interest. If you have any questions please call.

Sincerely,


Robert C. Jackson
Service Manager

May be on high side. Not accurate.

Chiller - effect on utility bills

Outdoor unit would look similar to what we have, \$ more might be a few \$ more because have to run a pump. not big change.

dual circuit - utility

Don't put in because cost more & cost more to put in.

At times would probably save money because second stage of G more than now.

~~Can we~~ Can we get along til spring w/o doing anything?

Can we get any resale money from old equip.

A company buys used equip. Might get something

Outside air w/o air conditioning?

Heating w/o air conditioning YES

Always have some problems w/ DX VAV.
A little bit less service calls w/ chiller because water's easier to handle than air.
But lots of equipment.

Won't see.

Not as many maintenance problems.
Would have to repipe - take off all changes made to resolve problems
hot gas OK.

5 pipe instead of 3.

They think different expansion valves make diff in
Demote. More stable. Just don't like single
circuit systems

If we're going to make
switch to either new system.
6-8 wks to order.
They will be here 2 wks.
Longer w/ chiller.

Programming Update

We have had some exciting, well-attended programs this month. At Wheatfield, Dianne Richardson, CPA, offered a program on **starting a new business**. Staff created a bibliography listing the newest books in the system. Dianne had requested certain books to be included. She used some of our books when she started up her tax/CPA business, and knew there was a wealth of information in them. She also donated seven new books after the program. Thirty people attended.

At DeMotte, Cookie organized another popular **Make It and Take It** program designed to occupy children why parents attended Parent/Teacher conferences. Cookie and Val, with help from the KV Middle School Honor Society, helped 105 children with craft projects.

Author Marcia Jones, co-author of the popular Bailey School books for children, spent a day at the KV elementary schools and a day at the Rensselaer Central elementary schools. In the evening, she kept 60 adults and children enthralled as she spoke at the DeMotte Library. Following that she sold and autographed her books.

The DeMotte Friends of the Library funded a program which brought Chicago resident Lance Brown to impersonate, sing and talk about **Will Rogers**. Afterwards, the Friends provided refreshments for the 42 persons who attended.

The **Rensselaer Friends of the Library Call-out** brought only 4 staff and one patron. Unfortunately it was held the night of St. A's dinner and bazaar. However, the good news is that other people have filled out applications since the call-out. Eleven people have expressed interest in becoming Friends. We hope to generate a few more interested members before officially reorganizing in January 2000.

Book discussion groups at DeMotte and Rensselaer generally have between 5 and 15 persons participating, but they are going strong. Participants are enthusiastic.

DeMotte's monthly brown bag lunch programs, sponsored by the library and the Friends, have been in existence for at least 13 years and always attract between 8 and 15 persons, mostly senior citizens. A wide range of programs are offered.

Basic Internet training sessions are held on demand at Wheatfield and Rensselaer. These particular programs are held for only 1 or 2 persons at a time. It sounds like inefficient use of time, but we train more individuals in a month than we did when we scheduled a group training session at a time convenient to us.

Charlotte and Diane each continue to provide storytimes for 5 to 10 **nursery and elementary school classes** a month in addition to their own preschool and toddler storytime sessions. At Rensselaer this activity is somewhat curtailed until Jackie returns from maternity leave. Lisa fills in for her when possible.

JCPL FINANCIAL STATEMENT

November 30, 1999

		<u>Beginning 1999 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund		\$380,514.80	\$92,947.20	\$1,105,050.08	\$452,062.39	\$1,108,309.61	\$383,774.33
Investments	\$305,000.00						
Public Library Access Card Fund		\$110.00	\$0.00	\$156.00	\$0.00	\$69.00	\$23.00
Gift Fund		\$6,752.14	\$4,229.64	\$6,601.97	\$948.00	\$3,269.85	\$3,420.02
DeMotte		\$383.27	\$0.00	\$497.80	\$0.00	\$375.00	\$260.47
Rensselaer		\$5,944.50	\$4,229.64	\$6,036.23	\$738.00	\$2,559.65	\$2,467.92
Wheatfield		\$424.37	\$0.00	\$67.94	\$210.00	\$335.20	\$691.63
Library Improvement Reserve Fund		\$56,270.49	\$0.00	\$0.00	\$221.20	\$2,208.59	\$58,479.08
Bond & Interest Redemption Fund		\$94,798.85	\$0.00	\$87,810.00	\$135,151.50	\$355,142.56	\$362,131.41
Investments	\$115,000.00						
Lost/Hospitality Fund		\$13.60	\$0.00	\$975.66	\$23.89	\$985.95	\$23.89
Oral History Grant Fund		\$71.11	\$0.00	\$0.00	\$0.00	\$0.00	\$71.11
Lease Excess Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund		\$74.81	\$0.00	\$74.81	\$0.00	\$0.00	\$0.00
Construction Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash Funds		\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund (\$10 transf./ Oper.Fund)		\$80.00	\$0.00	\$0.00	\$0.00	\$10.00	\$90.00
Payroll Withholding Accts.							
FIT Tax Collected		\$0.00	\$4,646.30	\$58,111.05	\$4,646.30	\$58,111.05	\$0.00
FICA Tax Collected		\$0.00	\$3,684.65	\$43,308.24	\$3,684.65	\$43,308.24	\$0.00
State Tax Collected		\$1,533.22	\$1,653.04	\$18,984.95	\$1,610.57	\$19,062.30	\$1,610.57
County Tax Collected		\$457.71	\$464.43	\$5,425.21	\$451.95	\$5,419.45	\$451.95
IN Deferred Comp.		\$0.00	\$2,305.56	\$23,512.47	\$2,305.56	\$23,512.47	\$0.00
#125 Plan		\$0.00	\$1,308.48	\$13,880.60	\$1,216.95	\$13,880.56	(\$0.04)
Employee Health Insur.		\$0.00	\$0.00	\$7.00	\$0.00	\$7.00	\$0.00
Employee P.E.R.F.		\$3,543.91	\$0.00	\$15,900.16	\$1,229.71	\$14,865.31	\$2,509.06
Credit Union		\$0.00	\$0.00	\$291.78	\$0.00	\$291.78	\$0.00
TOTAL ALL FUNDS.....		\$544,340.64	\$111,239.30	\$1,380,089.98	\$603,552.67	\$1,648,453.72	\$812,704.38

Bank Balances

Jasper County Public Library

Report as of: 11/30/99

<i>Bank</i>		
1	Peoples State Bank	\$320,475.81
2	Demotte State Bank	\$13,539.49
3	Lafayette Bank & Trust-LIRF	\$58,479.08
4	Cash on Hand	\$210.00
5	Civitas CD# 7151014302	\$0.00
6	Civitas CD# 7151014301	\$0.00
7	Pinnacle Bank CD #7121015842	\$0.00
8	Pinnacle Bank CD #7121015843	\$0.00
9	Civitas CD #7152001061	\$0.00
10	Civitas CD#7152001149	\$100,000.00
11	Civitas CD#7152001181	\$120,000.00
12	Civitas CD#7152001182	\$200,000.00
<i>Total all banks =</i>		<i>\$812,704.38</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

REPORT FOR REGISTER OF INVESTMENTS
OPEN INVESTMENTS AS OF 30 Nov 99

AL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
07 DEC 99	7152001149	CIVITAS	61 DAY	100000.00	5.30	BIRF	07 OCT 99	.00	
14 JAN 00	7152001181	CIVITAS	59 DAYS	120000.00	5.14	OPER	16 NOV 99	.00	
14 FEB 00	7152001182	CIVITAS	90 DAYS	200000.00	5.19	OP-185000;B	16 NOV 99	.00	
		--TOTALS--		420000.00				.00	

REPORT FOR REGISTER OF INVESTMENTS
CLOSED INVESTMENTS AS OF 30 Nov 99

RENEWAL DATE	CD #	ISSUED BY	TERMS	PRINCIPAL	INTEREST	ACCOUNT	PURCHASE DATE	INTEREST EARNED	COMMENTS
15 FEB 99	7121015483	PINNACLE BANK	62 DAYS	100000.00	4.86	OPERATING	15 DEC 98	837.00	
16 MAR 99	7121015842	PINNACLE BANK	92 DAYS	200000.00	4.86	OP-105500;B	15 DEC 98	2457.00	
06 AUG 99	7151014302	CIVITAS	91 DAY	145000.00	4.65	OP-105000;B	07 MAY 99	1704.36	
13 SEP 99	7152001061	CIVITAS BANK	90 DAY	250000.00	4.86	OP-168000;B	15 JUN 99	3037.50	
08 NOV 99	7151014301	CIVITAS	185 DAY	105000.00	4.80	BIRF	07 MAY 99	2589.99	
		--TOTALS--		800000.00				10625.85	

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 11/1/99 To 11/30/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 SALARY OF LIBRARIAN	\$44,616.00	\$0.00	\$44,616.00	\$3,718.00	\$40,833.00	\$3,783.00	91.5
1.12 SALARY OF ASSISTANTS	\$577,199.00	\$0.00	\$577,199.00	\$42,698.85	\$506,934.35	\$70,264.65	87.8
1.13 WAGES OF JANITORS	\$37,616.00	\$0.00	\$37,616.00	\$2,965.79	\$32,234.21	\$5,381.79	85.7
1.21 EMPLOYER'S SHARE-FICA	\$50,447.00	\$0.00	\$50,447.00	\$3,684.65	\$43,308.24	\$7,138.76	85.8
1.22 UNEMPLOYMENT COMPENSAT	\$1,800.00	\$0.00	\$1,800.00	\$0.00	\$2,396.64	(\$596.64)	133.1
1.23 EMPLOYER'S CONTRIB.- PERF	\$27,942.00	\$0.00	\$27,942.00	\$0.00	\$26,500.53	\$1,441.47	94.8
1.24 EMPLOYER'S CONTRIB.- INS.	\$26,000.00	\$0.00	\$26,000.00	\$1,936.26	\$22,259.99	\$3,740.01	85.6
1.31 OTHER PERSONAL SERVICES	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$330.00	\$1,170.00	22.0
Subtotal	\$767,120.00		\$767,120.00	\$55,003.55	\$674,796.96	\$92,323.04	88.0
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$886.10	\$113.90	88.6
2.12 STATIONERY AND PRINTING	\$700.00	\$0.00	\$700.00	\$0.00	\$396.88	\$303.12	56.7
2.13 OTHER OFFICE SUPPLIES	\$5,600.00	\$0.00	\$5,600.00	\$619.61	\$5,354.94	\$245.06	95.6
2.21 CLEANING & SANITATION SUP	\$3,400.00	\$26.10	\$3,426.10	\$458.36	\$2,953.15	\$472.95	86.2
2.22 FUEL, OIL & LUBRICANTS	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	0.0
2.23 OTHER OPERATING SUPPLIES	\$4,000.00	\$13.43	\$4,013.43	\$283.88	\$4,025.47	(\$12.04)	100.3
2.31 BUILDING MATERIALS & SUPP	\$1,000.00	\$236.00	\$1,236.00	\$62.87	\$665.15	\$570.85	53.8
2.32 PAINT AND PAINTING SUPPLIE	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.33 REPAIR PARTS	\$500.00	\$0.00	\$500.00	\$0.00	\$209.44	\$290.56	41.9

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.41 LIBRARY SUPPLIES	\$5,500.00	\$12.18	\$5,512.18	\$166.73	\$3,168.34	\$2,343.84	57.5
2.42 AUTOMATION SUPPLIES	\$2,500.00	\$0.00	\$2,500.00	\$6.00	\$421.20	\$2,078.80	16.8
Subtotal	\$24,370.00	\$287.71	\$24,657.71	\$1,597.45	\$18,080.67	\$6,577.04	73.3
3. Other Services and Charge							
3.11 CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.12 ENGINEERING & ARCH. SERVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.13 LEGAL SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$275.00	\$1,725.00	13.8
3.14 OTHER PROFESSIONAL SERVI	\$8,000.00	\$127.26	\$8,127.26	\$0.00	\$3,358.26	\$4,769.00	41.3
3.21 TELEPHONE	\$12,000.00	\$0.00	\$12,000.00	\$759.54	\$5,907.37	\$6,092.63	49.2
3.22 POSTAGE	\$6,000.00	\$66.18	\$6,066.18	\$24.17	\$4,290.69	\$1,775.49	70.7
3.23 TRAVELING EXPENSE	\$5,500.00	\$0.00	\$5,500.00	\$443.39	\$5,426.18	\$73.82	98.7
3.24 PROFESSIONAL MEETINGS	\$7,200.00	\$12.37	\$7,212.37	\$495.59	\$6,863.46	\$348.91	95.2
3.25 FREIGHT	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.0
3.26 NETWORKING	\$24,000.00	\$1,264.00	\$25,264.00	\$547.77	\$6,885.26	\$18,378.74	27.3
3.31 ADVERTISING & PUBLIC NOTIC	\$1,100.00	\$0.00	\$1,100.00	\$0.00	\$1,788.79	(\$688.79)	162.6
3.32 OTHER PRINTING	\$200.00	\$0.00	\$200.00	\$65.00	\$347.82	(\$147.82)	173.9
3.41 OFFICIAL BONDS	\$250.00	\$0.00	\$250.00	\$0.00	\$100.00	\$150.00	40.0
3.42 OTHER INSURANCE	\$14,500.00	\$0.00	\$14,500.00	\$0.00	\$10,325.00	\$4,175.00	71.2
3.51 GAS	\$29,000.00	\$0.00	\$29,000.00	\$1,487.06	\$11,155.70	\$17,844.30	38.5
3.52 ELECTRICITY	\$51,000.00	\$0.00	\$51,000.00	\$4,847.09	\$40,046.52	\$10,953.48	78.5
3.53 WATER	\$1,000.00	\$0.00	\$1,000.00	\$84.80	\$783.49	\$216.51	78.3
3.54 WASTE DISPOSAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$169.66	\$2,132.64	\$367.36	85.3
3.61 BUILDING & STRUCTURES	\$35,000.00	\$7,108.25	\$42,108.25	\$8,476.38	\$47,215.64	(\$5,107.39)	112.1
3.62 EQUIPMENT	\$12,000.00	\$0.00	\$12,000.00	\$125.00	\$1,495.35	\$10,504.65	12.5

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.71 REAL ESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 EQUIPMENT	\$240.00	\$0.00	\$240.00	\$9.95	\$191.95	\$48.05	80.0
3.91 DUES	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$2,378.63	\$221.37	91.5
3.92 INTEREST ON TEMPORARY LO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.93 TAXES & ASSESSMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.94 TRANSFER TO LIRF	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$9,600.00	\$30,400.00	24.0
3.95 SERVICE CONTRACTS	\$12,038.00	\$0.00	\$12,038.00	\$915.12	\$10,697.62	\$1,340.38	88.9
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.97 INTERVIEWING & MOVING EXP	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.98 MAINTENANCE CONTRACTS	\$41,500.00	\$662.90	\$42,162.90	\$0.00	\$12,663.63	\$29,499.27	30.0
Subtotal	\$308,298.00	\$9,240.96	\$317,538.96	\$18,450.52	\$183,929.00	\$133,609.96	57.9
4. Capital Outlays							
4.1 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3 IMPROVEMENTS OTHER THAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4 FURNITURE & EQUIPMENT	\$29,000.00	\$3,922.00	\$32,922.00	\$5,213.22	\$29,358.48	\$3,563.52	89.2
4.51 BOOKS	\$150,000.00	(\$522.05)	\$149,477.95	\$9,514.67	\$135,770.51	\$13,707.44	90.8
4.52 PERIODICALS & NEWSPAPERS	\$24,000.00	\$950.42	\$24,950.42	\$394.87	\$21,671.75	\$3,278.67	86.9
4.53 NONPRINTED MATERIALS	\$58,000.00	\$1,187.27	\$59,187.27	\$2,772.92	\$41,432.71	\$17,754.56	70.0
Subtotal	\$261,000.00	\$5,537.64	\$266,537.64	\$17,895.68	\$228,233.45	\$38,304.19	85.6
Grand Total	\$1,360,788.00	\$15,066.31	\$1,375,854.31	\$92,947.20	\$1,105,040.08	\$270,814.23	80.3

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

Changes to Appropriations

<i>Date</i>	<i>Fund Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Reason</i>
2/22/98	100	4.4	\$70.00	Symantec's PC Anywhere Rebate - A/P#30
4/14/99	100	2.31	\$236.00	Utica Ins. Claim -Ice Damage, Rens & DeM
4/14/99	100	2.21	\$26.10	Utica Ins. Claim-Ice Damage, Rens & DeM.
4/14/99	100	3.14	\$127.26	Utica Ins. Claim-Ice Damage, Rens & DeM-
4/14/99	100	3.61	\$544.00	Utica Ins. Claim-Ice Damage, Rens & DeM-
5/11/99	100	4.52	\$700.00	Approved 10MAY99 Bd. Mtg.
5/11/99	100	4.51	(\$700.00)	Approved 10MAY99 Bd. Mtg.
6/14/99	100	3.61	\$826.00	Utica Ins. Claim-Mtg. Rm. Damage, DeM.-A
6/14/99	100	4.51	\$25.00	Ref.on Lost Bk-C. Coulitsis pd 3/99. - A/P#
6/30/99	100	2.23	\$13.43	Reimbursed/Trash Bags-DeM. Friends -A/
7/26/99	100	4.4	\$3,412.00	Additional Appropriation approved by SBA
7/28/99	100	2.41	\$12.18	Tysen's charge-Reimbursed by V. Carnes,
8/3/99	100	3.24	\$12.37	Overpayment of Room Reservation from P
8/3/99	100	3.22	\$21.08	Shipping via RID, Inc. Reimbursed by Anci
8/10/99	100	4.4	\$440.00	Grant Reimbursement-Brooklyn North (7-S
8/20/99	100	4.51	\$83.00	Patron pd for Lost ILL book (A/P #3405-St.
8/23/99	100	3.22	\$19.29	W.T.Cox reimbursed for dupl.magazine po
9/7/99	100	4.51	\$69.95	Patron pd for lost ILL book (A/P # 3761- IU
9/7/99	100	3.61	\$5,738.25	Ins. Claim pd by Utica - A/P #3779 & 3681
9/14/99	130	3.61	(\$5,000.00)	Per Board action 9/13/99 Mtg.
9/14/99	130	4.4	(\$30,000.00)	Per Board Action 9/13/99 Mtg.
9/23/99	100	4.52	\$156.00	Refunded Overpymt-A/P #3679
9/29/99	100	3.26	\$1,194.00	LSTA Grant Reimbursement-A/P #3785 (Ro
9/29/99	100	4.53	\$1,187.27	LSTA Grant Reimbursement-A/P #3788 (Th
10/4/99	100	3.22	\$12.79	W.T. Cox Reimbursed for duplicate magaz
10/29/99	100	3.22	\$13.02	W.T. Cox Reimbursed for duplicate magaz
11/23/99	100	4.52	\$94.42	The Times-Refund for cancelled subsc. A/
11/29/99	100	3.26	\$70.00	LSTA Grant Reimburse-A/P #3864 Telecom
11/29/99	100	3.98	\$662.90	LSTA Grant Reimburse-A/P #3345 Nappan

Register of Claims
Jasper County Public Library

Report Date: From 11/1/99 To 11/30/99

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18363	3892	ACE HARDWARE	OPERATING FUND	CLEANING & SANITATION SUP	\$3.89	11/8/99	Weed Killer & Cleaning Supplies
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$5.19		
				Total this claim	\$9.08		
18364	3893	ANTHEM BLUE CROSS AND B	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$1,852.56	11/8/99	Health Premium-12 employees
			#125 PLAN	SALARIES AND WAGES	\$1,308.48		
				Total this claim	\$3,161.04		
18365	3894	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$10.56	11/8/99	Books, Gift Books, Continuations
			OPERATING FUND	BOOKS	\$2,650.79		
			OPERATING FUND	BOOKS	\$1,255.55		
			OPERATING FUND	BOOKS	\$1,270.49		
			OPERATING FUND	BOOKS	\$323.18		
			OPERATING FUND	BOOKS	\$413.50		
			OPERATING FUND	BOOKS	\$162.66		
			OPERATING FUND	BOOKS	\$34.81		
			OPERATING FUND	BOOKS	\$84.97		
			OPERATING FUND	BOOKS	\$286.37		
			OPERATING FUND	BOOKS	\$163.41		
			OPERATING FUND	BOOKS	\$211.41		
			OPERATING FUND	BOOKS	\$20.81		
			OPERATING FUND	BOOKS	\$5.24		
			RENSSELAER GIFT FU	BOOKS	\$113.80		
			OPERATING FUND	NONPRINTED MATERIALS	\$23.97		
				Total this claim	\$7,031.52		
18366	3895	BELL & HOWELL	OPERATING FUND	PERIODICALS & NEWSPAPER	\$160.27	11/8/99	Microfilm-Rensselaer Republican (1/99-
				Total this claim	\$160.27		
18367	3896	BETHANY HOUSE PUBLISHER	OPERATING FUND	BOOKS	\$6.99	11/8/99	Book
			OPERATING FUND	BOOKS	\$1.13		
				Total this claim	\$8.12		
18369	3897	BOOKSAMERICA.COM	RENSSELAER GIFT FU	BOOKS	\$15.45	11/8/99	Book
				Total this claim	\$15.45		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18370	3898	BROWN'S GARDEN SHOPPE	OPERATING FUND	BUILDING & STRUCTURES	\$1,265.00	11/8/99	June-July-August Lawn Mowing-Rens.
Total this claim					<u>\$1,265.00</u>		
18371	3899	BUREAU OF EDUCATION & RE	OPERATING FUND	PROFESSIONAL MEETINGS	\$159.00	11/8/99	Confirmation #1874339: Fagen-What's Literature Seminar, 11/29/99, Indy
Total this claim					<u>\$159.00</u>		
18372	3900	CDW GOVERNMENT, INC	OPERATING FUND	FURNITURE & EQUIPMENT	\$256.00	11/8/99	Montior, Surge Suppressors, Etherlink C
			OPERATING FUND	FURNITURE & EQUIPMENT	\$435.22		
Total this claim					<u>\$691.22</u>		
18373	3901	CENTER POINT PUBLISHING	RENSSELAER GIFT FU BOOKS		\$111.50	11/8/99	Large Print Books
Total this claim					<u>\$111.50</u>		
18374	3902	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$8.68	11/8/99	Mileage
Total this claim					<u>\$8.68</u>		
18375	3903	CHICAGO TRIBUNE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$105.60	11/8/99	26 Weeks-Daily & Sunday Newspapers Lib.
Total this claim					<u>\$105.60</u>		
18376	3904	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	11/8/99	E-mail access-NOVEMBER
Total this claim					<u>\$20.00</u>		
18377	3905	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	11/8/99	Water Rental-Nov'99 & Water-Wh.Lib
			OPERATING FUND	WATER	\$34.65		
Total this claim					<u>\$44.60</u>		
18378	3906	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$47.04	11/8/99	Books
			OPERATING FUND	BOOKS	\$34.12		
			OPERATING FUND	BOOKS	\$42.22		
			OPERATING FUND	BOOKS	\$8.70		
Total this claim					<u>\$132.08</u>		
18379	3907	DELL MARKETING L.P.	OPERATING FUND	FURNITURE & EQUIPMENT	\$2,108.00	11/8/99	Dell PC/Monitor-Workstation
Total this claim					<u>\$2,108.00</u>		
18380	3908	DEMCO	OPERATING FUND	NONPRINTED MATERIALS	\$303.84	11/8/99	CD-Browser Paks, Audio Cassette Albu
Total this claim					<u>\$303.84</u>		
18381	3909	DEMOTTE CHAMBER OF COM	RENSSELAER GIFT FU LIBRARY SUPPLIES		\$75.00	11/8/99	Booth @ Expo Day, 5/6/00
Total this claim					<u>\$75.00</u>		

<i>Warrent Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18382	3910	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$163.80	11/8/99	Mileage, Tolls, Flag Pole clips, program
			OPERATING FUND	LIBRARY SUPPLIES	\$3.98		
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$1.49		
				Total this claim	\$169.27		
18383	3911	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$17.36	11/8/99	Mileage
				Total this claim	\$17.36		
18384	3912	ELDERHOSTEL	OPERATING FUND	PERIODICALS & NEWSPAPER	\$10.00	11/8/99	1 Yr. Subscription
				Total this claim	\$10.00		
18385	3913	FASE'S WATER TREATMENT	OPERATING FUND	BUILDING MATERIALS & SUPP	\$52.50	11/8/99	Redout for Softner-DeMotte Lib.
				Total this claim	\$52.50		
18386	3914	GA FOODS GROUP	OPERATING FUND	LIBRARY SUPPLIES	\$6.08	11/8/99	Children's Program Supplies
				Total this claim	\$6.08		
18387	3915	GAIL JUNG	OPERATING FUND	POSTAGE	\$24.17	11/8/99	Rensselaer PETTY CASH: Postage, No
			OPERATING FUND	LIBRARY SUPPLIES	\$5.27		Expenses, Mounting Frame for Comp. D
			OPERATING FUND	AUTOMATION SUPPLIES	\$6.00		
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$4.00		
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$3.69		
				Total this claim	\$43.13		
18388	3916	GALE GROUP	OPERATING FUND	BOOKS	\$102.60	11/8/99	Books & Continuations-Something Abou
			OPERATING FUND	BOOKS	\$14.14		
			RENSSELAER GIFT FU	BOOKS	\$30.00		
			OPERATING FUND	BOOKS	\$58.95		
				Total this claim	\$205.69		
18389	3917	GROLIER EDUCATIONAL COR	OPERATING FUND	BOOKS	\$479.00	11/8/99	Ency-New Bk of Knowledge
			OPERATING FUND	BOOKS	\$28.74		
				Total this claim	\$507.74		
18390	3918	GROLIER PUBLISHING COMP	OPERATING FUND	BOOKS	\$124.80	11/8/99	Standing Order Books
			OPERATING FUND	BOOKS	\$8.74		
				Total this claim	\$133.54		
18391	3919	HAMSTRA BUILDERS, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$5,302.00	11/8/99	Rubber Roof & Entry Panic Bar @ Wh.
				Total this claim	\$5,302.00		
18392	3920	HERITAGE OFFICE PRODUCT	OPERATING FUND	EQUIPMENT	\$125.00	11/8/99	Desk Drawer & Swintec Typewriter Repa
				Total this claim	\$125.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18393	3921	HERMAN & GOETZ	OPERATING FUND	BUILDING & STRUCTURES	\$443.38	11/8/99	Exterior Light Repairs-10/20/99-Dem.Lib
Total this claim					<u>\$443.38</u>		
18394	3922	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$454.47	11/8/99	Jumbo TP,Kleenex,Trash Bags,Paper T
			OPERATING FUND	OTHER OPERATING SUPPLIE	\$194.96		Towels,S.S. Cleaner, etc.
Total this claim					<u>\$649.43</u>		
18395	3923	INDIANA ASSOCIATION OF HO	RENSSELAER GIFT FU	BOOKS	\$10.00	11/8/99	Book
Total this claim					<u>\$10.00</u>		
18396	3924	INGRAM	OPERATING FUND	BOOKS	\$11.67	11/8/99	Books
			OPERATING FUND	BOOKS	\$37.79		
			OPERATING FUND	BOOKS	\$30.95		
			OPERATING FUND	BOOKS	\$21.24		
			OPERATING FUND	BOOKS	\$5.98		
			OPERATING FUND	BOOKS	\$5.09		
			OPERATING FUND	BOOKS	\$9.96		
Total this claim					<u>\$122.68</u>		
18397	3925	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$8.79	11/8/99	Books
			OPERATING FUND	BOOKS	\$8.79		
			OPERATING FUND	BOOKS	\$6.50		
			OPERATING FUND	BOOKS	\$12.77		
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	BOOKS	\$8.79		
Total this claim					<u>\$55.22</u>		
18398	3926	JILL TACHTIRIS	RENSSELAER GIFT FU	BOOKS	\$20.89	11/8/99	As Per Attached Invoices
			OPERATING FUND	TRAVELING EXPENSE	\$71.30		
Total this claim					<u>\$92.19</u>		
18399	3927	LARGE PRINT LIBRARY DISCO	OPERATING FUND	BOOKS	\$20.76	11/8/99	L.P. Book
			OPERATING FUND	BOOKS	\$4.10		
Total this claim					<u>\$24.86</u>		
18400	3928	LAWRENCE ELECTROSTATIC	OPERATING FUND	BUILDING & STRUCTURES	\$490.00	11/8/99	Painting-Rens. Restrooms
Total this claim					<u>\$490.00</u>		
18401	3929	LISA RUSHER	OPERATING FUND	TRAVELING EXPENSE	\$40.30	11/8/99	Mileage & Expenses
			OPERATING FUND	PROFESSIONAL MEETINGS	\$2.09		
Total this claim					<u>\$42.39</u>		

<i>Warri Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18402	3930	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$141.95	11/8/99	Mileage,Parking, & Mtg. Expenses
			OPERATING FUND	PROFESSIONAL MEETINGS	\$9.50		
				Total this claim	\$151.45		
18403	3931	MARKEY'S AUDIO VISUAL, INC	RENSSELAER GIFT FU	FURNITURE & EQUIPMENT	\$3,853.00	11/8/99	LCD Projector & Carrying Case
				Total this claim	\$3,853.00		
18404	3932	MICROMARKETING,LLC	OPERATING FUND	NONPRINTED MATERIALS	\$38.85	11/8/99	Video
			OPERATING FUND	NONPRINTED MATERIALS	\$3.60		
				Total this claim	\$42.45		
18405	3933	NIPSCO	OPERATING FUND	GAS	\$245.24	11/8/99	DeMotte Utilities-9/20-10/19/99
			OPERATING FUND	ELECTRICITY	\$1,592.49		
				Total this claim	\$1,837.73		
18406	3934	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$55.00	11/8/99	DeMotte Grounds Maintenance
				Total this claim	\$55.00		
18407	3935	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$921.00	11/8/99	Rens-HVAC repairs, water filter mainten
				Total this claim	\$921.00		
18408	3936	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$538.06	11/8/99	Calendars,pens,pencils,pencil
			OPERATING FUND	NONPRINTED MATERIALS	\$191.76		sharpener,envelopes,constr.paper,inkjet
				Total this claim	\$729.82		tape, labels, contact paper, etc.
18409	3937	RENSSELAER CENTRAL HIGH	OPERATING FUND	OTHER PRINTING	\$65.00	11/8/99	Yearbook Chaos Advertisement
				Total this claim	\$65.00		
18410	3938	R.R. BOWKER	OPERATING FUND	BOOKS	\$1,068.70	11/8/99	BIP, Subj.Gde BIP, Literary Mkt.Place
			OPERATING FUND	BOOKS	\$74.81		
				Total this claim	\$1,143.51		
18411	3939	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	11/8/99	Books-Standing Order
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$4.30		
			OPERATING FUND	BOOKS	\$8.99		
				Total this claim	\$40.26		
18412	3940	SAFETYTECH	OPERATING FUND	NONPRINTED MATERIALS	\$15.45	11/8/99	Video
			OPERATING FUND	NONPRINTED MATERIALS	\$15.45		
				Total this claim	\$30.90		
18413	3941	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$818.39	11/8/99	Courier Service b/w branches
				Total this claim	\$818.39		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18414	3942	SPRINT	OPERATING FUND	TELEPHONE	\$128.84	11/8/99	Long Distance Service-Oct.99
			OPERATING FUND	TELEPHONE	\$39.07		
			OPERATING FUND	TELEPHONE	\$15.27		
				Total this claim	\$183.18		
18415	3943	THERMOGAS COMPANY	OPERATING FUND	FURNITURE & EQUIPMENT	\$139.00	11/8/99	Microwave-DeM. Lib.
				Total this claim	\$139.00		
18416	3944	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	11/8/99	Sewer Service-9/99
				Total this claim	\$45.66		
18417	3945	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	11/8/99	November Sewer Service-Wh. Lib.
				Total this claim	\$41.05		
18418	3946	TYSEN'S COUNTRY GROCER	OPERATING FUND	LIBRARY SUPPLIES	\$27.16	11/8/99	Book Discussion, Counterparts Mtg., & supplies
				Total this claim	\$27.16		
18419	3947	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$96.73	11/8/99	14-Initial & 2-Secondary Placements
				Total this claim	\$96.73		
18420	3948	UPSTART	OPERATING FUND	LIBRARY SUPPLIES	\$33.82	11/8/99	Children Dept. Bookmarks & Banners
			OPERATING FUND	LIBRARY SUPPLIES	\$59.60		
				Total this claim	\$93.42		
18421	3949	USA TODAY	OPERATING FUND	PERIODICALS & NEWSPAPER	\$119.00	11/8/99	DeMotte Newspaper Subsc-10/26/99-10
				Total this claim	\$119.00		
18422	3950	VIKING OFFICE PRODUCTS	OPERATING FUND	OTHER OFFICE SUPPLIES	\$77.55	11/8/99	Calendars, Manilla Folders
				Total this claim	\$77.55		
18423	3951	WHEELER PUBLISHING, INC.	OPERATING FUND	BOOKS	\$259.59	11/8/99	L.P. Books
			OPERATING FUND	BOOKS	\$17.63		
				Total this claim	\$277.22		
18424	3952	WAL-MART STORES, INC.	OPERATING FUND	LIBRARY SUPPLIES	\$26.46	11/8/99	Wh. Ch. Program supplies; Wipes for cl
			OPERATING FUND	LIBRARY SUPPLIES	\$4.36		
				Total this claim	\$30.82		
18425	3953	XCEL COMPUTER SYSTEMS, I	OPERATING FUND	FURNITURE & EQUIPMENT	\$2,275.00	11/8/99	Computer Technology Upkeep-Network
			OPERATING FUND	NONPRINTED MATERIALS	\$2,180.00		port switch; Disaster Recovery & Broad
				Total this claim	\$4,455.00		
18426	3954	CENTRAL STATES SALES CO	OPERATING FUND	OTHER OPERATING SUPPLIE	\$88.92	11/8/99	EXN Bulbs-Small Ceiling Spot Lights
				Total this claim	\$88.92		

<i>Warra. Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18430	3955	COLLEGE OF DuPAGE	OPERATING FUND	PROFESSIONAL MEETINGS	\$325.00	11/10/99	Soaring to Excellence 2000 Satellite Program
Total this claim					<u>\$325.00</u>		
18431	3956	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,152.78	11/10/99	Withheld from Payroll 11/10/99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow, Woods,Maxwell,Weed,Beedle
Total this claim					<u>\$1,152.78</u>		
18432	3957	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	11/10/99	Local Telephone Service DeMotte Nov '99
Total this claim					<u>\$26.07</u>		
0	3958	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	11/10/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$20,909.93		
			OPERATING FUND	WAGES OF JANITORS	\$1,341.89		
Total this claim					<u>\$24,110.82</u>		
18433	3959	SPRINT	OPERATING FUND	TELEPHONE	\$425.93	11/10/99	Local Telephone Service-Nov 1999-Ren
			OPERATING FUND	NETWORKING	\$527.77		
Total this claim					<u>\$953.70</u>		
0	3960	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,801.42	11/10/99	EFT-FICA & FED Tax Withheld 10 NO NOV 99, Ref #81696029
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,801.42		
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,250.64		
Total this claim					<u>\$5,853.48</u>		
0	3961	INDIANA DEPARTMENT OF RE	GIT TAX COLLECTED	SALARIES AND WAGES	\$1,653.04	11/10/99	EFT-State & County Tax Withheld Octo Ref #14364, transfer date 11/19/99
			CO TAX COLLECTED	SALARIES AND WAGES	\$464.43		
Total this claim					<u>\$2,117.47</u>		
0	3962	JASPER COUNTY PUBLIC LIB	RENS & DEM BOND A	TRANSFER TO BIRF	105,000.00	11/12/99	CD #7151014301 Matured
Total this claim					<u>\$105,000.00</u>		
18434	3963	JASPER COUNTY PUBLIC LIB	OPERATING FUND	PURCHASE OF INVESTMENTS	120,000.00	11/16/99	Purchase of 59 day CD#7152001181
Total this claim					<u>\$120,000.00</u>		
18435	3964	JASPER COUNTY PUBLIC LIB	OPERATING FUND	PURCHASE OF INVESTMENTS	185,000.00	11/16/99	Purchase 90 day CD#7152001182
			RENS & DEM BOND A	PURCHASE OF INVESTMENTS	\$15,000.00		
Total this claim					<u>\$200,000.00</u>		
0	3965	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	11/25/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$21,788.92		
			OPERATING FUND	WAGES OF JANITORS	\$1,623.90		
Total this claim					<u>\$25,271.82</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18436	3966	ANTHEM LIFE	OPERATING FUND	EMPLOYER'S CONTRIB.- INS.	\$83.70	11/24/99	December Premium-18 Lives
Total this claim					<u>\$83.70</u>		
18437	3967	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,152.78	11/24/99	Withheld from 24 NOV 99 Payroll - Kooy,Schulenberg,Daugherty,Weed, Ko Fagen,Filson,Stringfellow, Beedle,Wood
Total this claim					<u>\$1,152.78</u>		
18438	3968	NIPSCO	OPERATING FUND	GAS	\$616.59	11/24/99	Utilities-DeM Lib (10/19-11/16/99); & W
			OPERATING FUND	ELECTRICITY	\$1,623.56		
			OPERATING FUND	GAS	\$63.50		
			OPERATING FUND	ELECTRICITY	\$483.49		
Total this claim					<u>\$2,787.14</u>		
18439	3969	SPRINT	OPERATING FUND	TELEPHONE	\$124.36	11/24/99	Local Calls-November- Wh. Lib
Total this claim					<u>\$124.36</u>		
18440	3970	CITY OF RENSSELAER	OPERATING FUND	GAS	\$561.73	11/24/99	Rensselaer Utilities, 10/8-11/8/99
			OPERATING FUND	ELECTRICITY	\$1,147.55		
			OPERATING FUND	WATER	\$50.15		
			OPERATING FUND	WASTE DISPOSAL SERVICES	\$82.95		
Total this claim					<u>\$1,842.38</u>		
0	3971	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,883.23	11/24/99	EFT - FICA & FED TAX WITHHELD 24NOV99 PAYROLL, REF #83032655,
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,883.23		
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,395.66		
Total this claim					<u>\$6,162.12</u>		

Warrent Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$536,239.30

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Thursday, December 02, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 9 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$536,239.30

Date this 13 day of December, 19 99.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

JASPER COUNTY PUBLIC LIBRARY

F5

Receipt Breakdown

November 30, 1999

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
& FEES:			\$2,447.20	\$26,547.50
DeMotte	\$978.45	\$9,965.06		
Rensselaer	\$924.89	\$10,418.97		
Wheatfield	\$543.86	\$6,163.47		
PHOTOCOPIES:			\$566.45	\$6,507.54
DeMotte	\$260.71	\$2,479.23		
Rensselaer	\$199.59	\$3,035.20		
Wheatfield	\$106.15	\$993.11		
CARDS:			\$123.00	\$848.00
DeMotte	\$34.00	\$280.00		
Rensselaer	\$73.00	\$416.00		
Wheatfield	\$16.00	\$152.00		
BOOK/EQUIPMENT SALES:			\$0.00	\$1,368.03
COMPUTER DISKS:			\$3.50	\$37.75
INTEREST:			\$2,969.48	\$17,019.02
TAXES:			\$445,125.44	\$1,039,661.16
Property Tax	\$233,634.94	\$577,297.54		
Financial Institution Tax	\$0.00	\$873.00		
License Excise Tax	\$0.00	\$35,760.62		
Local Option/Certified Shares	\$189,851.50	\$379,703.00		
Local Option/Property Tax Repl.	\$21,639.00	\$43,278.00		
State Distribution	\$0.00	\$2,749.00		
REFUNDS:			\$827.32	\$16,320.61
Insurance	\$0.00	\$8,636.36		
Elron Software	\$0.00	\$2,882.00		
PC Anywhere	\$0.00	\$70.00		
Energizer Batteries	\$0.00	\$8.60		
Panasonic Batteries	\$0.00	\$40.00		
Armchair Detective '98 Subscripti	\$0.00	\$31.00		
Tru-Green '98 (Non-Service)	\$0.00	\$51.00		
Universal Service Fund	\$0.00	\$98.98		
Demotte Friends of Library-Trash	\$0.00	\$13.43		
Reimbursement/Veeding Wkshp	\$0.00	\$12.18		
Peg Benner/Damaged Cass.	\$0.00	\$14.00		
Overpayment-Palmer House Res	\$0.00	\$12.37		
Postage Reimbursement	\$0.00	\$45.10		
LSTA Technology Grant	\$732.90	\$4,130.17		
Newspaper Refund/Overpymnts	\$94.42	\$250.42		
Sale of Fax Cartridges	\$0.00	\$25.00		
TOTAL OPERATING FUND RECEIPTS.....			\$452,062.39	\$1,108,309.61
PLAC FUND:			\$0.00	\$69.00
GIFT FUNDS:			\$948.00	\$3,269.85
DeMotte	\$0.00	\$375.00		
Rensselaer	\$738.00	\$2,559.65		
Wheatfield	\$210.00	\$335.20		
LIBRARY IMPROVEMENT FUND:			\$221.20	\$2,208.59
BOND & INTEREST REDEMPTION FUN			\$135,151.50	\$355,142.56
Property Tax	\$135,151.50	\$333,951.01		
Financial Institution Tax	\$0.00	\$505.00		
License Excise Tax	\$0.00	\$20,686.55		
HOST/HOSPITALITY FUND:			\$23.89	\$985.95
HISTORY GRANT FUND:			\$0.00	\$0.00
EXCESS FUND:			\$0.00	\$0.00
SATELLITE FUND:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$0.00	\$0.00
CASH CHANGE FUND (transf.\$10/Oper			\$0.00	\$10.00
SUB-TOTAL (page 1).....			\$588,406.98	\$1,469,995.56

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS</u> <u>THIS MONTH</u>	<u>TOTAL RECEIPTS</u> <u>YEAR-TO-DATE</u>
WITHHOLDING ACCOUNT FUNDS:			\$15,145.69	\$178,458.16
FIT Tax Collected	\$4,646.30	\$58,111.05		
FICA Collected	\$3,684.65	\$43,308.24		
State Tax Collected	\$1,610.57	\$19,062.30		
County Tax Collected	\$451.95	\$5,419.45		
INDIANA Deferred Comp	\$2,305.56	\$23,512.47		
#125 Plan	\$1,216.95	\$13,880.56		
Health/Life Insurance	\$0.00	\$7.00		
PERF	\$1,229.71	\$14,865.31		
Credit Union	\$0.00	\$291.78		
TOTAL RECEIPTS - ALL FUNDS			\$603,552.67	\$1,648,453.72

Regis Of Claims
Jasper County Public Library

Report Date: From 12/1/99 To 12/14/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	3972	PAYROLL	OPERATING FUND	SALARY OF LIBRARIAN	\$1,859.00	12/10/99	PAYROLL
			OPERATING FUND	SALARY OF ASSISTANTS	\$21,856.71		
			OPERATING FUND	WAGES OF JANITORS	\$1,382.58		
				Total this claim	\$25,098.29		
18443	3973	INDIANA DEFERRED COMPEN	IND.DEFERRED COMP	SALARIES AND WAGES	\$1,152.78	12/10/99	Withheld from Payroll 12/10/99 Daugherty,Kooy,Kopanda,Fagen, Schulenberg,Filson,Stringfellow, Woods,Maxwell,Weed,Beedle
				Total this claim	\$1,152.78		
18444	3974	NORTHWESTERN INDIANA TE	OPERATING FUND	TELEPHONE	\$26.07	12/10/99	Local Telephone Service Demotte Dec '99
				Total this claim	\$26.07		
18445	3975	SPRINT	OPERATING FUND	TELEPHONE	\$111.89	12/10/99	Long Distance Service Nov '99
			OPERATING FUND	TELEPHONE	\$29.28		
			OPERATING FUND	TELEPHONE	\$17.09		
				Total this claim	\$158.26		
18446	3976	TOWN OF DEMOTTE	OPERATING FUND	WASTE DISPOSAL SERVICES	\$45.66	12/10/99	Sewer Service-Oct '99 DeMotte
				Total this claim	\$45.66		
18447	3977	TOWN OF WHEATFIELD SEW	OPERATING FUND	WASTE DISPOSAL SERVICES	\$41.05	12/10/99	Sewer Service Dec '99 Wheatfield
				Total this claim	\$41.05		
18448	3978	ACE HARDWARE	OPERATING FUND	BUILDING MATERIALS & SUPP	\$4.29	12/13/99	Ground 3-prong Plug
				Total this claim	\$4.29		
18449	3979	AMERICAN LIBRARY ASSN	OPERATING FUND	LIBRARY SUPPLIES	\$47.00	12/13/99	Posters-DeM. Lib.
				Total this claim	\$47.00		
18450	3980	AVC CORPORATION	OPERATING FUND	MAINTENANCE CONTRACTS	\$198.00	12/13/99	November Service Contract
				Total this claim	\$198.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18451	3981	BAKER & TAYLOR	OPERATING FUND	BOOKS	\$81.51	12/13/99	Books, AV, Gift Books, Continuations
			OPERATING FUND	BOOKS	\$1,429.88		
			OPERATING FUND	BOOKS	\$324.98		
			OPERATING FUND	BOOKS	\$281.69		
			OPERATING FUND	BOOKS	\$956.03		
			OPERATING FUND	BOOKS	\$58.83		
			OPERATING FUND	BOOKS	\$17.16		
			OPERATING FUND	BOOKS	\$48.68		
			OPERATING FUND	BOOKS	\$14.49		
			OPERATING FUND	BOOKS	\$87.82		
			OPERATING FUND	BOOKS	\$361.40		
			OPERATING FUND	BOOKS	\$589.37		
			OPERATING FUND	BOOKS	\$28.74		
			RENSSELAER GIFT FU	BOOKS	\$72.07		
			OPERATING FUND	NONPRINTED MATERIALS	\$22.79		
			Total this claim		\$4,375.44		
18452	3982	BANK ONE TRUST COMPANY,	RENS & DEM BOND A	PAYMENT OF BONDS	260,000.00	12/13/99	Bond Payment & Interest due 1/1/00
			RENS & DEM BOND A	INTEREST-BONDS	\$87,260.00		
			Total this claim		\$347,260.00		
18453	3983	BIG RIVER PRESS	RENSSELAER GIFT FU	BOOKS	\$18.45	12/13/99	Book
			Total this claim		\$18.45		
18454	3984	BROWN'S GARDEN SHOPPE	OPERATING FUND	BUILDING & STRUCTURES	\$1,210.00	12/13/99	Seasonal Mtnce, Mowing, Shrub Trimm
			Total this claim		\$1,210.00		
18455	3985	CHARLOTTE FAGEN	OPERATING FUND	TRAVELING EXPENSE	\$106.02	12/13/99	Magic Attic Display Program, Overnight
			OPERATING FUND	PROFESSIONAL MEETINGS	\$87.69		Mileage
			OPERATING FUND	OTHER PROFESSIONAL SERV	\$28.95		
			Total this claim		\$222.66		
18456	3986	CONTINENTAL LEISURE SALE	OPERATING FUND	FURNITURE & EQUIPMENT	\$263.00	12/13/99	Concrete Cigarette Urn & Sifter-DeM.
			Total this claim		\$263.00		
18457	3987	CROSSWIND SERVICES, INC.	OPERATING FUND	NETWORKING	\$20.00	12/13/99	December e-mail access
			Total this claim		\$20.00		
18458	3988	CULLIGAN	OPERATING FUND	EQUIPMENT	\$9.95	12/13/99	December Water Cooler Rental-Wh.
			Total this claim		\$9.95		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18459	3989	DAVIDSON TITLES INC.	OPERATING FUND	BOOKS	\$16.16	12/13/99	Books
			OPERATING FUND	BOOKS	\$1.25		
				Total this claim	\$17.41		
18460	3990	DEMCO	OPERATING FUND	NONPRINTED MATERIALS	\$229.36	12/13/99	Audio Cassette Albums
				Total this claim	\$229.36		
18461	3991	DIANA KOOY	OPERATING FUND	TRAVELING EXPENSE	\$135.16	12/13/99	Mileage
				Total this claim	\$135.16		
18462	3992	DIANE KROS	OPERATING FUND	TRAVELING EXPENSE	\$21.70	12/13/99	Mileage
				Total this claim	\$21.70		
18463	3993	DUMAS & MORIARTY	OPERATING FUND	LEGAL SERVICES	\$220.00	12/13/99	Consultations
				Total this claim	\$220.00		
18464	3994	EDUCATORS PROGRESS SER	OPERATING FUND	BOOKS	\$34.95	12/13/99	Ed. Guide/Free Videotapes-Continuatio
			OPERATING FUND	BOOKS	\$34.95		
			OPERATING FUND	BOOKS	\$34.95		
			OPERATING FUND	BOOKS	\$14.85		
				Total this claim	\$119.70		
18465	3995	FACTS ON FILE NEWS SERVI	OPERATING FUND	PERIODICALS & NEWSPAPER	\$365.00	12/13/99	Issues & Controversies-Annual Subsc.
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$365.00		
				Total this claim	\$730.00		
18466	3996	GA FOODS GROUP	OPERATING FUND	LIBRARY SUPPLIES	\$10.77	12/13/99	Rens. Friends Call-out Mtg Expenses
				Total this claim	\$10.77		
18467	3997	GAIL JUNG	OPERATING FUND	TRAVELING EXPENSE	\$130.82	12/13/99	Mileage, AVC Mtg. Expenses
			OPERATING FUND	PROFESSIONAL MEETINGS	\$8.29		
				Total this claim	\$139.11		
18468	3998	GAIL JUNG	OPERATING FUND	POSTAGE	\$3.81	12/13/99	DeMotte Petty Cash
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$5.43		
				Total this claim	\$9.24		
18469	3999	GAIL JUNG	OPERATING FUND	POSTAGE	\$17.64	12/13/99	Rensselaer Petty Cash
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$0.94		
			OPERATING FUND	LIBRARY SUPPLIES	\$3.98		
				Total this claim	\$22.56		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18470	4000	GALE GROUP	OPERATING FUND	BOOKS	\$133.00	12/13/99	Books, Continuations-Books
			OPERATING FUND	BOOKS	\$119.95		
			OPERATING FUND	BOOKS	\$102.60		
			OPERATING FUND	BOOKS	\$17.83		
			RENSSELAER GIFT FU	BOOKS	\$117.90		
			Total this claim		\$491.28		
18471	4001	GAYLORD BROS.	OPERATING FUND	MAINTENANCE CONTRACTS	\$15,300.00	12/13/99	Label Sets, Annual Galaxy Mtnce- Softw
			OPERATING FUND	BOOKS	\$301.56		Subscr.
			Total this claim		\$15,601.56		
18472	4002	H. W. WILSON COMPANY	OPERATING FUND	PERIODICALS & NEWSPAPER	\$265.00	12/13/99	Annual Readers Guide Subsc.-DeM.;
			OPERATING FUND	PERIODICALS & NEWSPAPER	\$78.00		Annual Vertical File Index-Rens.
			Total this claim		\$343.00		
18473	4003	HERITAGE OFFICE PRODUCT	OPERATING FUND	OTHER OFFICE SUPPLIES	\$2.95	12/13/99	Silver Markers
			OPERATING FUND	MAINTENANCE CONTRACTS	\$1,721.92		
			Total this claim		\$1,724.87		
18474	4004	HERITAGE QUEST	OPERATING FUND	NONPRINTED MATERIALS	\$29.95	12/13/99	Family Tree Maker Marriage Index
			Total this claim		\$29.95		
18475	4005	HERRMAN & GOETZ, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$891.65	12/13/99	Power Outage Repairs & Surge Suppre
			Total this claim		\$891.65		
18476	4006	HIGHSMITH CO. INC.	OPERATING FUND	LIBRARY SUPPLIES	\$66.60	12/13/99	Mag. Binders, Outdoor Letter/Number S
			OPERATING FUND	LIBRARY SUPPLIES	\$137.86		
			Total this claim		\$204.46		
18477	4007	HP PRODUCTS CORP.	OPERATING FUND	CLEANING & SANITATION SUP	\$269.59	12/13/99	Hand Soap, Hand Towels, Carpet Prote
			Total this claim		\$269.59		Extraction Cl.
18478	4008	INDIANA VISUAL & AUDIO NET	OPERATING FUND	NONPRINTED MATERIALS	\$550.00	12/13/99	Two CD-Rom Pkg for y2000
			OPERATING FUND	NONPRINTED MATERIALS	\$550.00		
			Total this claim		\$1,100.00		
18479	4009	INFORMATION PLUS	OPERATING FUND	BOOKS	\$157.20	12/13/99	Standing Order items
			OPERATING FUND	BOOKS	\$157.20		
			OPERATING FUND	BOOKS	\$157.20		
			Total this claim		\$471.60		

<i>Warrent</i> <i>Number</i>	<i>Claim</i> <i>Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18480	4010	INGRAM	OPERATING FUND	BOOKS	\$6.89	12/13/99	Paperbacks
			OPERATING FUND	BOOKS	\$19.20		
			OPERATING FUND	BOOKS	\$13.71		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.99		
			OPERATING FUND	BOOKS	\$2.70		
			OPERATING FUND	BOOKS	\$3.46		
			Total this claim		\$51.94		
18481	4011	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	BOOKS	\$167.76	12/13/99	Books
			OPERATING FUND	BOOKS	\$4.79		
			OPERATING FUND	BOOKS	\$26.03		
			OPERATING FUND	BOOKS	\$20.78		
			OPERATING FUND	BOOKS	\$15.20		
			OPERATING FUND	BOOKS	\$11.18		
			OPERATING FUND	BOOKS	\$71.22		
			OPERATING FUND	BOOKS	\$9.58		
			OPERATING FUND	BOOKS	\$9.58		
			Total this claim		\$336.12		
0	4012	JASPER COUNTY PUBLIC LIB	OPERATING FUND	BANK TRANSFERS	\$13,000.00	12/13/99	Transfer to Peoples State Bank
			Total this claim		\$13,000.00		
18482	4013	J B'S LOCK & KEY SERVICE	OPERATING FUND	BUILDING & STRUCTURES	\$75.00	12/13/99	Door Lock key jammed & strike adjustm
			Total this claim		\$75.00		
18483	4014	JENNIFER L. EVERS	OPERATING FUND	TRAVELING EXPENSE	\$128.34	12/13/99	Mileage, y2000 Calendar, Mtg. Exp.
			OPERATING FUND	PROFESSIONAL MEETINGS	\$6.25		
			OPERATING FUND	OTHER OFFICE SUPPLIES	\$21.88		
			Total this claim		\$156.47		
18484	4015	KEM'S TRUSTWORTHY HARD	OPERATING FUND	LIBRARY SUPPLIES	\$5.39	12/13/99	Drop Cloth-Prog. Supply; hardware
			OPERATING FUND	BUILDING MATERIALS & SUPP	\$4.29		
			Total this claim		\$9.68		
18485	4016	KOLORTECH, INC.	OPERATING FUND	OTHER OPERATING SUPPLIE	\$228.30	12/13/99	Long Life Fluorescent Lights-4'
			Total this claim		\$228.30		
18486	4017	L A THEATRE WORKS	OPERATING FUND	NONPRINTED MATERIALS	\$100.00	12/13/99	Audio Cassettes
			OPERATING FUND	NONPRINTED MATERIALS	\$10.00		
			Total this claim		\$110.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18487	4018	LEGAL DIRECTORIES PUBLIS	OPERATING FUND	BOOKS	\$50.00	12/13/99	1999 Legal Directory-Standing Order
			OPERATING FUND	BOOKS	\$6.50		
				Total this claim	\$56.50		
18488	4019	LEISURE ARTS	OPERATING FUND	BOOKS	\$24.96	12/13/99	Spirit Of Christmas Series Cookbook
			OPERATING FUND	BOOKS	\$4.95		
				Total this claim	\$29.91		
18489	4020	LYNN DAUGHERTY	OPERATING FUND	TRAVELING EXPENSE	\$57.66	12/13/99	Mileage, Bookkeeping. Wrkshp Expens
			OPERATING FUND	PROFESSIONAL MEETINGS	\$26.55		
				Total this claim	\$84.21		
18490	4021	MARKEY'S AUDIO VISUAL, INC	RENSSELAER GIFT FU	OTHER OPERATING SUPPLIE	\$359.00	12/13/99	Extra Lamp for LCD Projector
				Total this claim	\$359.00		
18491	4022	MONTGOMERY KONE, INC.	OPERATING FUND	BUILDING & STRUCTURES	\$346.68	12/13/99	Emergency Lighting/Phone Repair-DeM.
				Total this claim	\$346.68		
18492	4023	ON CUE #6106	OPERATING FUND	NONPRINTED MATERIALS	\$23.98	12/13/99	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$13.99		
				Total this claim	\$37.97		
18493	4024	PATTY STRINGFELLOW	OPERATING FUND	PROFESSIONAL MEETINGS	\$6.72	12/13/99	Migration Mtg. Expenses
				Total this claim	\$6.72		
18494	4025	PHILIP N. HOWARD	OPERATING FUND	BUILDING & STRUCTURES	\$80.00	12/13/99	Unload Cig. Urn; Reset Hot Water Heat Elec Cord Repairs
				Total this claim	\$80.00		
18495	4026	PLEASANT COMPANY PUBLIC	OPERATING FUND	NONPRINTED MATERIALS	\$119.88	12/13/99	Audiobooks
			OPERATING FUND	NONPRINTED MATERIALS	\$9.59		
				Total this claim	\$129.47		
18496	4027	POSTMASTER GENERAL	OPERATING FUND	POSTAGE	\$821.00	12/13/99	Stamps: 2000 Self-Stick 33 cent, 300-20 50 cent; 50-\$1
				Total this claim	\$821.00		
18497	4028	PRECISION CONTROL SYSTE	OPERATING FUND	BUILDING & STRUCTURES	\$3,200.99	12/13/99	Power Outage repairs at DeM. 9/27/99
				Total this claim	\$3,200.99		
18498	4029	QUILL	OPERATING FUND	OTHER OFFICE SUPPLIES	\$650.78	12/13/99	Inkjet Cartridges, Contact, Tape, Constr Cartridges
			OPERATING FUND	LIBRARY SUPPLIES	\$11.16		
			OPERATING FUND	BOOKS	\$191.76		
				Total this claim	\$853.70		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18499	4030	RECORDED BOOKS INC.	OPERATING FUND	NONPRINTED MATERIALS	\$352.80	12/13/99	AudioBooks
			OPERATING FUND	NONPRINTED MATERIALS	\$10.30		
				Total this claim	\$363.10		
18500	4031	REGENT BOOK CO., INC.	OPERATING FUND	BOOKS	\$17.98	12/13/99	Better Homes & Garden Standing Order
			OPERATING FUND	BOOKS	\$8.99		
			OPERATING FUND	BOOKS	\$3.38		
				Total this claim	\$30.35		
18501	4032	R I D, Inc.	OPERATING FUND	POSTAGE	\$19.78	12/13/99	UPS charges
				Total this claim	\$19.78		
18502	4033	SECURITY COURIERS CORP.	OPERATING FUND	SERVICE CONTRACTS	\$943.33	12/13/99	Courier Service b/w Branches, 10/29-11
				Total this claim	\$943.33		
18503	4034	SELECTVIDEO	OPERATING FUND	NONPRINTED MATERIALS	\$84.80	12/13/99	Videos
			OPERATING FUND	NONPRINTED MATERIALS	\$6.80		
				Total this claim	\$91.60		
18504	4035	SHEILA MAXWELL	OPERATING FUND	TRAVELING EXPENSE	\$202.74	12/13/99	Mileage, Mtg. Expenses
			OPERATING FUND	PROFESSIONAL MEETINGS	\$13.41		
				Total this claim	\$216.15		
18505	4036	SMITH TRUE VALUE FARM ST	OPERATING FUND	LIBRARY SUPPLIES	\$4.69	12/13/99	Batteries
			OPERATING FUND	LIBRARY SUPPLIES	\$7.04		
			OPERATING FUND	LIBRARY SUPPLIES	\$2.34		
				Total this claim	\$14.07		
18506	4037	SPRINT	OPERATING FUND	TELEPHONE	\$498.43	12/13/99	Local Phones-December 1999
			OPERATING FUND	NETWORKING	\$787.40		
				Total this claim	\$1,285.83		
18507	4038	LANDMARK AUDIOBOOKS	OPERATING FUND	NONPRINTED MATERIALS	\$20.00	12/13/99	Replacement tapes
				Total this claim	\$20.00		
18508	4039	THE TIMES - EASTLAKE	OPERATING FUND	PERIODICALS & NEWSPAPER	\$202.80	12/13/99	DeM.Newspaper Subscr. 1/2/00-1/2/01
				Total this claim	\$202.80		
18509	4040	THERMOGAS COMPANY	OPERATING FUND	BUILDING & STRUCTURES	\$59.00	12/13/99	Water Heater Element-DeM
				Total this claim	\$59.00		
18510	4041	THOMAS T. BEELER, PUBLISH	RENSSELAER GIFT FU	BOOKS	\$35.49	12/13/99	Lg. Print Books
				Total this claim	\$35.49		
18511	4042	TOM KROOSWYK PLMBG, HT	OPERATING FUND	BUILDING & STRUCTURES	\$254.99	12/13/99	Thermostat-Wh. Lib.
				Total this claim	\$254.99		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18512	4043	TYSEN'S COUNTRY GROCER	OPERATING FUND	CLEANING & SANITATION SUP	\$105.52	12/13/99	Cleaning Supplies, Program Expenses
			OPERATING FUND	LIBRARY SUPPLIES	\$9.43		
			HOST/HOSPITALITY F	LIBRARY SUPPLIES	\$23.89		
				Total this claim	\$138.84		
18513	4044	UNIQUE MANAGEMENT SERVI	OPERATING FUND	SERVICE CONTRACTS	\$44.00	12/13/99	Initial Placements-Oct 99
				Total this claim	\$44.00		
18514	4045	VIEWSONIC CORPORATION	OPERATING FUND	EQUIPMENT	\$60.00	12/13/99	Returned Optquest Monitor (S/N 2d711 warranty- RMA #R133462-1
				Total this claim	\$60.00		
18515	4046	WAL-MART STORES, INC.	OPERATING FUND	NONPRINTED MATERIALS	\$122.58	12/13/99	Videos, CD's
			OPERATING FUND	NONPRINTED MATERIALS	\$112.62		
			WHEATFIELD GIFT FU	NONPRINTED MATERIALS	\$196.15		
				Total this claim	\$431.35		
18516	4047	WALSTRA FINE CUT	OPERATING FUND	BUILDING & STRUCTURES	\$70.00	12/13/99	Mowing-Oct 99-DeM.Lib
				Total this claim	\$70.00		
0	4048	JASPER COUNTY PUBLIC LIB	RENS & DEM BOND A	TRANSFER TO BIRF	100,000.00	12/7/99	CD #7152001149 matured
				Total this claim	\$100,000.00		
18527	4049	INDIANAPOLIS NEWSPAPERS,	OPERATING FUND	PERIODICALS & NEWSPAPER	\$187.20	12/7/99	7-Day Subscription 1/2-12/31/00, Rens.
				Total this claim	\$187.20		
0	4050	INTERNAL REVENUE SERVIC	OPERATING FUND	EMPLOYER'S SHARE-FICA	\$1,861.43	12/13/99	EFT- Federal & Fica Taxes Withheld 10
			FICA TAX COLLECTED	SALARIES AND WAGES	\$1,861.43		#84516370, Transferred 12/13/99
			FIT TAX COLLECTED	SALARIES AND WAGES	\$2,387.72		
				Total this claim	\$6,110.58		

Warra. Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$533,485.99

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, December 07, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 9 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$533,485.99

Date this _____ day of _____, 19____.

_____	_____	_____
_____	_____	_____
_____	_____	_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/99.

ACCO. USA
WHEELING, ILLINOIS 60090
25978
MADE IN USA
0 50505 25978 6
RED/ROUGE/ROJO

